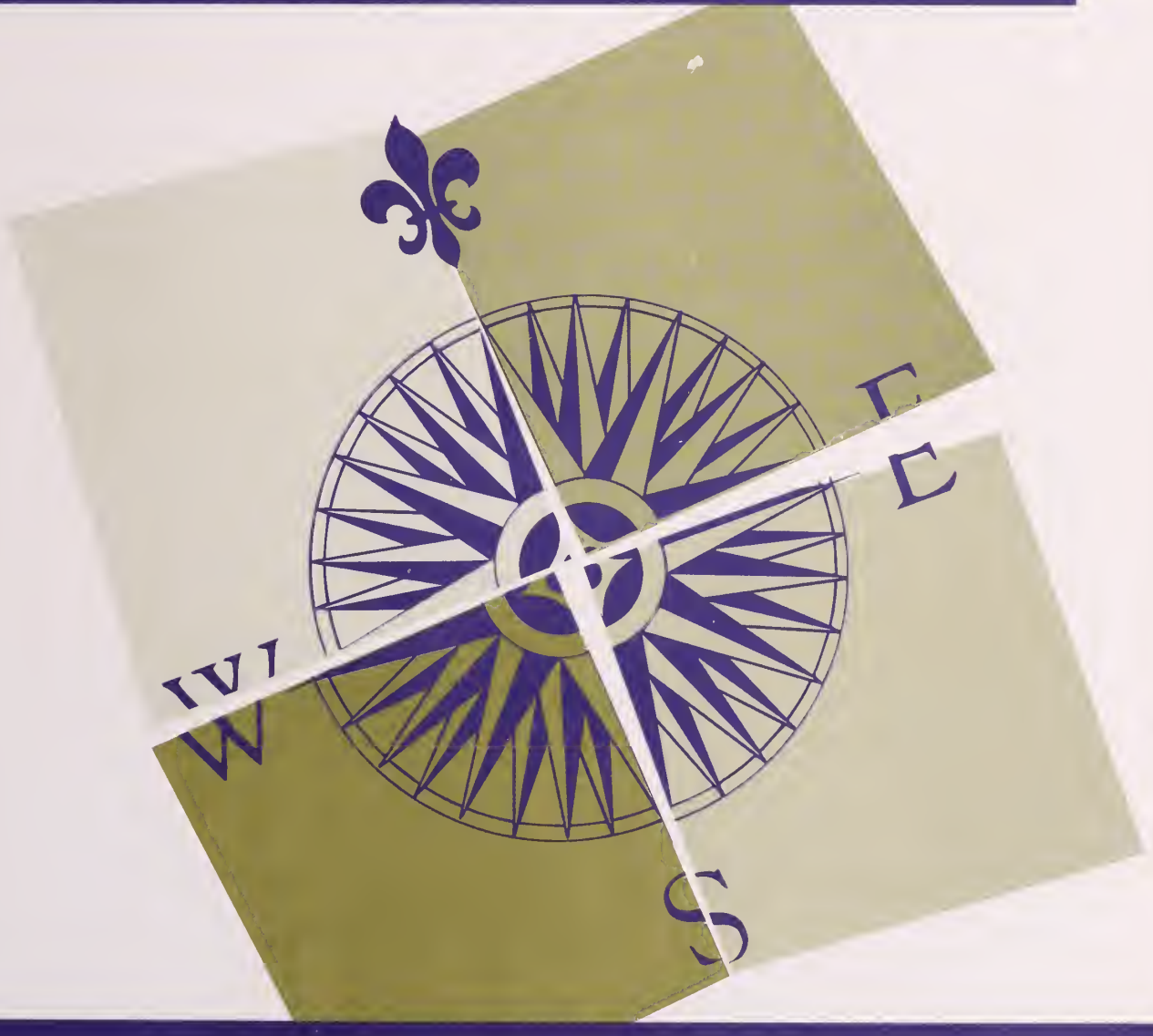
Library Copy

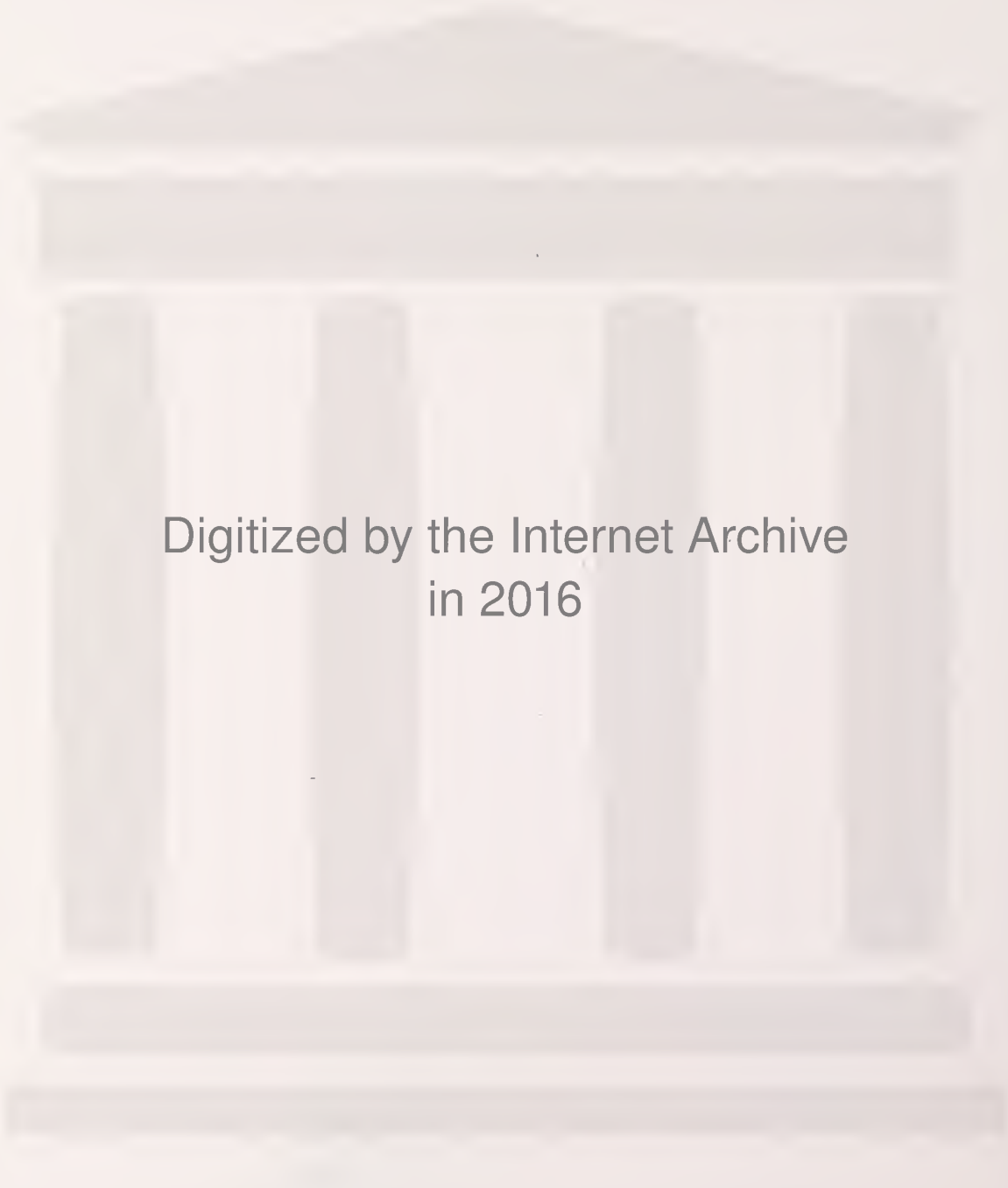
Summer & Fall 1998

Course Schedule

& Step-By-Step Registration Guide



AVILA COLLEGE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College Information

Emergency College Closings

Avila College provides local radio and TV stations with up-to-date information about emergency college closings. They are your best source of information during inclement weather.

Office Closings

All Avila offices will be closed on:

April 3, 1998	1:30 - 3 p.m.*
April 10, 1998	Good Friday
May 22, 1998	All Campus Workshop
May 25, 1998	Memorial Day
July 3, 1998	Independence Day
September 7, 1998	Labor Day
November 26-27, 1998	Thanksgiving
December 23-25, 1998	Christmas
January 1, 1999	New Year's Day
January 18, 1999	Martin Luther King Jr.'s Birthday

** Signs will be posted on office doors.*

1998-1999 Academic Calendar

Mar. 30 - May 8	Academic Advising for Summer/Fall 1998 for new and currently enrolled students
Apr. 3	Last day to change to audit or drop semester-long Day and Evening classes, Spring 1998
Apr. 9 - 12	Spring/Easter break (no classes)
Apr. 20	Registration begins for Summer/Fall 1998, current seniors and certification students first
Apr. 25	Special Saturday for Summer/Fall 1998 New Student Advising & Registration, 10 a.m. - 4 p.m.
Apr. 29	Graduation application due in Registrar's Office for December 1998 candidates
May 11 - 15	No Academic Advising for Summer/Fall 1998
May 11-14	Final Exam Week
May 15	End of Spring semester
May 15	Residence Halls close at 10 a.m.
May 15 - 16	Commencement Weekend
May 18 - 29	Academic Advising resumes for Summer/Fall 1998 for new and currently enrolled students
May 18	Special Sessions begin
May 22	College Closed
May 25	College Closed
May 29	Academic Advising ends for Fall 1998 for currently enrolled students until Aug. 17
May 29	Weekend Intensive classes begin
June 1 - July 24	Academic Advising for Summer/Fall 1998 for new students
June 1	First 4-week Day sessions and 8-week Day and Evening Summer sessions begin
June 2	Last day to register and/or add classes for First 4-week Day sessions or 8-week Day and Evening sessions
June 13	Special Saturday New Student Advising & Registration for Fall 1998, 10 a.m. - 4 p.m.
June 17	Last day to change to audit or drop a class in June Day and Evening Sessions
June 26	Last day to change Incomplete (I) grade from Spring 1998 semester
June 26	End of first 4-week Summer Day session
June 29	Classes begin for second 4-week Day sessions
June 30	Last day to register for and/or add classes for second 4-week Day sessions
July 3	College closed for Independence Day
July 10	Last day to change to audit or drop a class in 8-Week sessions
July 11	Special Saturday New Student Advising & Registration for Fall 1998, 10 a.m. - 4 p.m.
July 15	Last day to change to audit or drop a class in second 4-week Day sessions
July 24	End of Summer 1998 sessions
Aug. 17	Academic Advising resumes for Fall 1998 current students
Aug. 24 - 27	In-person registration, 10 a.m. - 6:15 p.m.
Aug. 28	Academic Advising ends for Fall 1998
Aug. 28	Residence Halls open, 1 p.m. In-person registration, 10 a.m. - 5 p.m.
Aug. 31-Sept. 3	Day/Evening late registration, 10 a.m. - 6:15 p.m. in-person only; late fee applies
Aug. 31	Day/Evening classes begin for Fall 1998
Sept. 4	Last day to register, add classes or change sections for Fall 1998, 10 - 5 p.m.; in-person only; late fee applies
Sept. 4	Last day to choose credit/no credit grade option. Last day to receive 100% refund
Sept. 4	Last day to change Incomplete (I) grade from Summer 1998 sessions
Sept. 7	College closed for Labor Day
Sept. 8	Experiential Credit Statement of Intent due in Academic Dean's Office
Sept. 11 & 12	Weekend Intensive and Saturday classes begin
Sept. 21	Last day to file formal request to appeal a grade received in Spring or Summer 1998
Sept. 25	Graduation Application due in Registrar's Office for May 1999 candidates & Summer candidates who wish to participate in May 1999 Ceremony. $10 late fee due after this date
Oct. 16	AVILA DAY, NO CLASSES EXCEPT IS 498, SENIOR EXPERIENCE (1)
Oct. 19	Experiential Credit Portfolio due in Academic Dean's Office
Oct. 26 – Nov. 24	Academic Advising for Spring 1999 for new and currently enrolled students
Nov. 6	Last day to change to audit or drop semester-long Day and Evening classes
Nov. 16	Registration begins for Spring 1999 classes, current seniors and certification students first
Nov. 24	Academic Advising ends for current students until Jan 4, 1999
Nov. 25	Residence Halls close; last meal, breakfast
Nov. 25-29	Thanksgiving break
Nov. 29	Residence Halls open; first meal, dinner
Nov. 30 - Dec. 11	Academic Advising resumes for Spring 1999 for new students
Dec. 14-17	Finals Week sessions
Dec. 18	End of Fall semester; Residence Halls close; last meal, breakfast
Dec. 23-25	College closed for Christmas holidays
Jan. 1	College closed for New Year's Day
Jan. 4	Academic Advising resumes for Spring 1999 for new and currently enrolled students
Jan. 18	College closed for M.L. King, Jr.'s Birthday. Residence Halls open; first meal, dinner
Jan. 19	Spring 1999 classes begin
Jan. 29	Last day to change Incomplete (I) grade from Fall 1998

Fall 1998 Final Exam Schedule

(December 14-17, 1998)

If your class meets:		*Then your final will be:*		
8 - 8:50 a.m.	MWF	M	Dec. 14	8 - 9:50 a.m.
9 - 9:50 a.m.	MWF	W	Dec. 16	8 - 9:50 a.m.
10 - 10:50 a.m.	MWF	M	Dec. 14	10 - 11:50 a.m.
11 - 11:50 a.m.	MWF	W	Dec. 16	10 - 11:50 a.m.
12:30 - 1:20 p.m.	MWF	M	Dec. 14	1 - 2:50 p.m.
9 - 10:15 a.m.	MW	W	Dec. 16	8 - 9:50 a.m.
10:30 - 11:45 a.m.	MW	M	Dec. 14	10 - 11:50 a.m.
12:30 - 1:45 p.m.	MW	M	Dec. 14	1 - 2:50 p.m.
2 - 3:15 p.m.	MW	W	Dec. 16	1 - 2:50 p.m.
3 - 4:45 p.m.	MW	M	Dec. 14	3 - 4:50 p.m.
10 a.m. - 12:40 p.m	F	W	Dec. 16	10 - 11:50 a.m.
8 - 9:15 a.m.	T/TH	TU	Dec. 15	8 - 9:50 a.m.
9:30 - 10:45 a.m.	T/TH	TU	Dec. 15	10 - 11:50 a.m.
11a.m. - 12:15 p.m.	T/TH	TH	Dec. 17	10 - 11:50 a.m.
1 - 2:15 p.m.	T/TH	TU	Dec. 15	1 - 2:50 p.m.
2:30 - 3:45 p.m.	T/TH	TH	Dec. 17	1 - 2:50 p.m.
4 - 5:15 p.m.	T/TH	TH	Dec. 17	3 - 4:50 p.m.
4 - 5:40/6:30 p.m.	TU	TU	Dec. 15	3 - 4:50 p.m.
4 - 5:40 p.m.	W	W	Dec. 16	3 - 4:50 p.m.
7 - 9:30 p.m.	TH	TH	Dec. 17	7 - 8:50 p.m.
6 - 8:40 p.m.	M	M	Dec. 14	6 - 7:50 p.m.
6 - 8:40 p.m.	TU	TU	Dec. 15	6 - 7:50 p.m.
6 - 8:40 p.m.	W	W	Dec. 16	6 - 7:50 p.m.
6 - 8:40 p.m.	TH	TH	Dec. 17	6 - 7:50 p.m.

Summer 1998 Final Exam Schedule

Final examinations are held on the last day of each session during the scheduled class time period and in the assigned classroom for that class.

Program Offerings

By Department & Degrees

Business and Economics Department

Undergraduate Degree Programs

Accounting (B.S.)
Business Administration (B.S.B.A.)
Finance (B.S.B.A.)
General Management (B.S.B.A.)
Information Science (B.S.B.A.)
International Business (B.S.B.A.)
Paralegal (B.S.)
Marketing (B.S.B.A.)

Certificate Program

Paralegal

Graduate Degree Program

Master of Business Administration (M.B.A.) with a concentration in:

- Accounting
- Finance
- General Management
- Health Care Administration
- International Business
- Management Information Systems
- Marketing

Education and Psychology Department

Undergraduate Degree Programs

- Elementary Education (B.S.)
- Middle School Education (B.S.)
- Psychology (B.A.)
- Special Education (B.S.)

Programs for Teacher Education Approved by the State of Missouri:

- Art Education K - 12
- Business Education 9 - 12
- Elementary 1 - 6
- English Education 9 - 12
- Mathematics Education 9 - 12
- Middle School 5 - 9
- Social Studies (History) Education 9 - 12
- Speech/Theater Education 9 - 12
- Special Education K - 12
  - Behavior Disorders
  - Cross Categorical
  - Learning Disabilities
  - Mental Handicaps
- Unified Music (Vocal/Choral) K - 12
- Unified Science 9 - 12

Graduate Degree Programs

- Counseling Psychology (M.S.)
- Education (M.S.)

Humanities Department

Undergraduate Degree Programs

- Art (B.A.)
- Communication (B.A.)
- English (B.A.)
- General Studies -Humanities (B.A.)
- Music (B.A.)
- Theater (B.A.)
- Theater (B.F.A.)
- Theology (B.A.)

Natural and Allied Health Sciences/ Mathematics Department

Undergraduate Degree Programs

- Biology (B.S.)
- Chemistry (B.S.)
- Computer Science/Mathematics (B.S.)
- Mathematics (B.A.)
- Medical Technology (B.S.)
- Natural Science (B.A.)
- Premedicine (B.S.)
- Radiologic Technology (B.S.)

Nursing Department

Undergraduate Degree Program

Nursing (B.S.N.)

Social Science Department

Undergraduate Degree Programs

- General Studies - Social & Behavioral Sciences (B.A.)
- History (B.A.)
- Political Science (B.A.)
- Social Work (B.S.W.)
- Sociology (B.A.)

Accreditation

Avila College is accredited by the *Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools*
30 North LaSalle St., Suite 2400
Chicago, Illinois 60602-2504
(800) 621-7440 • Fax: (312) 263-7462
Internet: info@ncacihe.org

Avila is also accredited by the Joint Review Committee on Education in Radiologic Technology, National Accrediting Agency for Clinical Laboratory Sciences, the Council on Social Work Education, the Missouri State Board of Nursing, the Missouri State Department of Elementary and Secondary Education, and the National League for Nursing. Avila College has professional approval of the Paralegal Program by the American Bar Association.

Nondiscrimination Policy

Avila College does not discriminate on the basis of sex, race, age, religion, color, disability, sexual orientation, or national origin in administration of its educational and admission policies, scholarship and loan programs, athletic and other school administrated programs. Inquiries may be addressed to Director of Affirmative Action, ext. 3700.

Advising & Registration Dates – Summer/Fall 1998

Academic advising is required for all degree-seeking undergraduate, graduate and certification students before registration for each semester. Advising is by appointment. Check page 3 for Office Closings.

Advising Dates – Summer/Fall 1998

Current and New Students

Mar. 30 - May 8 Academic Advising for Summer/Fall 1998 for new and currently enrolled students

May 18 - May 29 Academic Advising resumes for Summer/Fall 1998 for new and currently enrolled students

Aug. 17 - Aug. 28 Academic Advising resumes for Fall 1998 (not on 8/18)

New Students Only

Apr. 25 Special Saturday for Summer/Fall 1998 New Student Advising & Registration, 10 a.m. - 4 p.m.

June 1 - July 24 Academic Advising for Summer/Fall 1998 for new students

June 13 Special Saturday New Student Advising & Registration for Fall 1998, 10 a.m. - 4 p.m.

July 11 Special Saturday New Student Advising & Registration for Fall 1998, 10 a.m. - 4 p.m.

July 29, Aug. 5, Aug. 12
Additional advising by appointment only

Registration Dates – Summer/Fall 1998

Students must register in person or by phone with the Registrar's Office. Check page 3 for Office Closings.

In-Person Registration

ATTENTION GRADUATING SENIORS
Seniors planning to graduate in Dec. 1998, May 1999 or July 1999 who are following the new core curriculum must enroll in IS 498 Senior Experience. The course will be offered only on Friday, Oct. 16, 1998, or Saturday, Feb. 27, 1999. Students must register for ONE of these days. Each class is scheduled from 8:30 a.m. - 5:00 p.m. Check with your advisor for further information.

Current Students Only

Each student will register according to classification. Please see page 17 for details.

10 a.m. - 5 p.m.

Apr. 20, 1998	Seniors & Certification Students only
Apr. 21, 1998	Seniors, Juniors & Certification Students only
Apr. 22, 1998	Seniors, Juniors, Sophomores & Certification Students only
Apr. 23, 1998	Seniors, Juniors, Sophomores, Freshmen & Certification Students only
Apr. 24, 1998	All Students

Current and New Students

In-person registration

Apr. 24 - Aug. 21	10 a.m. - 5 p.m.
May 26 - 28	10 a. m. - 6:15 p.m
May 29	10 a.m. - 5 p.m.
Aug. 24 - 27	10 a.m. - 6:15 p.m.
Aug. 28	10 a.m. - 5 p.m.

Late Registration in-person only for Day/Evening for Summer 1998 with late fee

June 1 & 2	10 a.m. - 6:15 p.m.

Late Registration in-person only for Day/Evening for Fall 1998 with late fee

August 31 - Sept. 3	10 a.m. - 6:15 p.m.
Sept. 4	10 a.m. - 5 p.m.

Graduate Students

Graduate students may register on any dates and times of registration. Contact graduate advisor or department for details.

Telephone Registration

For degree-seeking and certification students only after completing advising.

Apr. 27 - May 21	10 a.m. - 5 p.m. for Summer 1998
Apr. 27 - Aug. 14	10 a.m. - 5 p.m. for Fall 1998

1. Make sure your advising form is on file in the Registrar's Office in Blasco Hall.
2. Have your social security number and the department, course number and section of the class(es) in which you want to register in front of you before you call to register.
3. Call the Registrar's Office at ext. 2210 or 2209.

Summer 1998 Financial Information

Financial Aid Summer 1998

Requirements: Free Application for Federal Student Aid or Student Aid Report and Avila Summer Financial Aid Data Sheet. When you apply, be sure to indicate Avila's FAFSA Code #002449 in Section G of the FAFSA form. Early application is advisable. All aid applicants must be accepted for admission to the College before an award is made. All students are encouraged to apply for all types of financial assistance. Summer awards available: Federal Pell Grant, Federal Work-Study Program, Federal Stafford Loan and Federal Unsubsidized Stafford Loan.

Tuition & Fees

Tuition and fees are the same for audited and credit courses. Previous semester charges must be paid in full before registering for the next semester.

Avila accepts: VISA

Tuition per credit hr. undergraduate credit	$175.00
Tuition per credit hr. graduate credit	$295.00

Students 55 years and older (verification of age is required)

Tuition per credit hr. undergraduate credit	$87.50
Tuition per credit hr. graduate credit	$147.50

Non-credit/continuing education registration (undergraduate only)

Tuition per credit hr. undergraduate credit	$87.50

Students 55 years and older (verification of age is required)

Tuition per credit hr. undergraduate credit	$43.75

Application fee for graduate admission to the M.B.A. program only	$20.00

No application fee for undergraduate admissions; M.S. in Education; M.S. in Counseling Psychology; enrichment or visiting students.

Change of Program (add/drop)	$15.00
Fee for late degree application (beginning March 2, 1998, for Summer 1998 candidates)	$10.00
Graduation fee (no formal ceremony- due July 10, 1998, for graduates who did not participate in the May graduation ceremony)	$35.00

Lab fees (see Summer Course schedule descriptions)

Return check fee (Return check payments must be cash, money order, certified check or similar item, plus the fee.)	$20.00

Room rates per week	
Double room	$55.00
Single room	$70.00

Transcripts (see page 19)	$2.00
Transcript re-evaluation fee 1st time	$5.00
Subsequent transcript re-evaluation fee	$10.00

Music Fees & Private Lessons

Private lessons, which may be taken for credit or not, are available in voice and piano. Before registering, please check with Humanities Dept., ext. 2289, for course number and lesson time.

Per 30-minute lesson	$13.00
Per 45-minute lesson	$19.00
Per 60-minute lesson	$25.00

Minimum of six lessons; entire session payable in advance; fee includes tuition for one hour college credit; eight 60-minute lessons (or equivalent) required for one hour college credit.

Payments Plans

Avila College accepts VISA, MasterCard, Discover, cash, personal checks and money orders. For students registering prior to or on May 21, 1998, full tuition payment must be postmarked to the Business Office by May 21, 1998, except for special session and one credit weekend intensive classes for which payment is due one week before the beginning of the course.

Limited Deferred Payment Plans

There is no deferred payment plan for one-credit weekend intensive or special session courses. Tuition for these courses must be paid in full one week prior to the first day of classes. A limited deferred payment plan is available for the four-week programs, the eight-week program and three-credit weekend courses only. If the 1st payment of one-half of the course charges is in the Business Office by May 15, 1998, the 2nd half payment may be deferred until June 12, 1998. No deferred payment plan will be available after May 15, 1998. Students' credit record with Avila College will be verified.

Tuition Adjustments

Cancellation of registration (no academic records are kept) and a 100% refund will be processed if a student officially withdraws on or before the Friday before a class begins.

Students who officially withdraw by the end of the 1st week (June 5 for first 4-week and 8-week sessions; July 2 for second 4-week sessions) will receive a refund of 75% of tuition. No tuition refund will be made after those dates. Fees are not refundable. Drop forms are available in the Registrar's Office. Special restrictions apply to Weekend Intensive Courses (see page 11).

For Grading System, Incomplete (I), Grade Assigning & Processing and Grade Reports see page 19.

Summer 1998 Hours

Bookstore

May 18 - 21	10 a.m. - Noon/2 - 3 p.m.
May 22	Closed
May 25	Closed
May 26 - 28	10 a.m. - 6 p.m.
May 29	10 a.m. - 4 p.m.
June 1 - 4	8 a.m. - 6 p.m.
June 5	8 a.m. - 4 p.m.
June 8 - 23	10 a.m. - Noon/2 - 3 p.m.
June 24 - 26	Closed for Inventory
June 29	10 a.m. - 6 p.m.
June 30	10 a.m. - Noon/2 - 3 p.m.
July 1 - 2	10 a.m.- Noon/2 - 3 p.m.
July 3	Closed
July 6 - 31	10 a.m. - Noon/2 - 3 p.m.

All hours subject to change depending on classes and various groups on campus. Buy back of books is available whenever the bookstore is open. Call ext. 2230.

Computer for Student Use

Macintosh Computers

Library (see Library hours below)

DOS/Windows Computers

Library (see Library hours below)

Academic Computer Center Hours

Library (see Library hours below)

Food Service

Each week of summer school, the Snack Bar in Marian Center will be open for the following schedule.

M - F	10 a.m. - 2 p.m.

Library

The Hooley-Bundschu Library is the information resource center for the campus. It houses a collection of over 70,000 books, a current subscription list of 500 periodicals and newspapers, videotapes, CD-ROMS and the entire ERIC collection on Microfiche. Library computers give students access to Internet and the campus-wide network. Call ext. 2221.

Library Summer Hours

M T W TH	8 a.m. - 9 p.m.
F	8 a.m. - 6 p.m.
S	11 a.m. - 6 p.m.
SU	Closed

Summer Housing

Living arrangements are available. Call Student Life, ext. 2260, for information.

Student Resource Center

The following services are available during the summer: Career Services, College Skills, Counseling and Tutoring in Writing (see page 21 for descriptions).

Summer 1998 Course List

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Locotion
Accounting			
AC 690 50	Directed Studies: Accounting	3.00 Stoff	ARR
AC 698 50	Accounting Reseorch	3.00 Stoff	ARR
Anthropology			
AN 122 10 Level II	Culturol Anthropology M T W R F 8:00 AM - 12:00 PM 5/18 - 29	3.00 Dovid Wissmonn	BOR 401
Art			
AR 110 20 Level II	Introduction to Art T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Liso Sugimoto	$20 DAL 820
AR 495 50	Internship	1.00 - 6.00 Stoff	Y ARR
Business			
BU 110C 20	Understonding Computers: WIN M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Potrick Kopp	TBA
BU 310 20	Morketing T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 401
BU 321 20	Monogement M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y WHI 508
BU 490 50	Directed Study: Business	1.00 - 6.00 Stoff	ARR
BU 495 50	Business Internship	1.00 - 6.00 Stoff	ARR
Graduate Courses for Master of Business Administration (MBA)			
BU 601 25	Business, Government & Society M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y WHI 507
BU 622 25	Org. Behovior & Development T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y WHI 508
BU 629 25	Current Issues in Monogement T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y WHI 507
BU 690 50	Directed Studies: Business	3.00 Stoff	ARR
BU 698 50	Business Reseorch	3.00 Stoff	ARR
EC 540 20	Stotisticol Anolysis T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 402
EC 541 20	Quontitotive Anolysis M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 424
EC 690 50	Directed Studies: Economics	3.00 Stoff	ARR
EC 698 50	Economic Reseorch	3.00 Stoff	ARR
Communication			
CO 225C 40 Level II	Moss Medio & Society F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 5/29-30, 6/12-13, 6/26-27	3.00 Dotty Homilton	DAL 800
CO 380 40	Advertising & the Creotive Process F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 6/5-6	1.00 Korl Yehle	$10 DAL 800
CO 380 41	Spies, Thighs & Privote Eyes F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 6/19-20	1.00 Ron Wilson	$10 DAL 800
CO 495 50	Internship	3.00 Dotty Homilton	Y ARR
Computer Science			
CS 110C 20	Understonding Computers: WIN M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Potrick Kopp	TBA
CS 180 40	Introduction to PC F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 5/29-30	1.00 Stoff	TBA
CS 180 41	Web Poge Design F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 6/26-27	1.00 Stoff	TBA
Economics			
EC 201C 20 Level II	Principles of Economics I M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	BOR 401
EC 240 20	Stotisticol Anolysis T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 402
EC 241 20	Quontitotive Anolysis M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 424
EC 490 50	Directed Studies: Economics	1.00 - 6.00 Stoff	ARR
Education			
ED 205 10	Creotive Activities M T W R F 1:00 PM - 5:00 PM 6/1-12	3.00 George Chrismon	BOR 402
ED 212 10	PE/Heolth Educotion M T W R F 1:00 PM - 5:00 PM 6/15-26	3.00 Stephen Sitler	BOR 424
ED 225 10	Educotionol Psychology M T W R F 10:05 AM - 12:00 PM 6/29 - 7/24	3.00 Stoff	WHI 508
ED 230C 20	Children's Literoture M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Mortho Thornton	HOD 704
ED 235 10	Psychology of the Excep. Child M T W R F 8:00 AM - 5:00 PM 5/18-22	3.00 Fred Geer	HOD 704
ED 287C 10	Educotionol Foundotions M T W R F 8:00 AM - 9:55 AM 6/29 - 7/24	3.00 Stoff	BOR 420
ED 417 10	Behovior Monogement-Elementory M T W R F 8:00 AM - 12:00 PM 6/1-12	3.00 Fred Geer	HOD 704
ED 419 10	Behovior Monogement-Secondory M T W R F 8:00 AM - 12:00 PM 6/1-12	3.00 Fred Geer	HOD 704

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Locotion
Graduate Courses in Education			
ED 517 10	Behovior Monogement-Elementory M T W R F 8:00 AM - 12:00 PM 6/1-12	3.00 Fred Geer	 HOD 704
ED 519 10	Behovior Monogement-Secondory M T W R F 8:00 AM - 12:00 PM 6/1-12	3.00 Fred Geer	 HOD 704
ED 620 10	Technology in Educotion M T W R F 8:00 AM - 12:00 PM 6/15-26	3.00 Rebecco Roselli	$10 BOR 423
ED 680 40	Content Areo Reoding F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 5/29-30	1.00 Koren Gorber	 BOR 423
ED 680 41	Broin-Bosed Educotion F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 6/12-13	1.00 Horlon Rimmermon	 WHI 507
ED 680 42	Chorocter Educotion F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 6/26-27	1.00 Russ Pieken	 BOR 423
ED 684 10	Effective Instruction M T W R F 8:00 AM - 5:00 PM 7/6 - 7/10	3.00 Gus Jocob	 BOR 424
English			
EN 112 10 Level I	Composition II M T W R F 1:00 PM - 5:00 PM 6/15-26	3.00 Noncy Cervetti	Y BOR 420
EN 261C 20 Level II	The Short Story M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	 BOR 402
EN 263C 10 Level II	The Novel M T W R F 10:05 AM - 12:00 PM 6/1-26	3.00 Stoff	 BOR 423
EN 490 50	Directed Study	3.00 Stoff	Y ARR
Interdisciplinary Studies			
IS*WS 310 10 Level III	Imoges ond Reolities of Women M T W R F 1:00 PM - 3:00 PM 6/29 - 7/24	3.00 Noncy Cervetti Cothy Bogort	Y BOR 423
Legal Studies (Paralegal Program)			
LG 495 50	Porolegol Internship	1.00 - 2.00 Judy Gibbs	 ARR
Mathematics			
MA 095 20	Bosic Algebro M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Greg Tolleson	 BOR 420
MA 120 10 Level I	College Algebro M T W R F 10:05 AM - 12:00 PM 6/1-26	3.00 Judy Munshower	Y BOR 420
MA 120 20 Level I	College Algebro T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 420
Music			
MU 110C 10 Level II	Music Appreciotion M T W R F 8:00 AM - 12:00 PM 6/1-12	3.00 Cynthio Hukill	 BOR 403
Physics			
PH 117 10 Level II	Physics Concepts w/Lob M W 10:00 AM - 12:20 PM T R 10:00 AM - 11:50 AM 6/1 - 7/24	4.00 Douglos Giesler	$50 WHI 507
Philosophy			
PL 255C 00 Level II	Ethics (This is o telecourse.) Meets in person 6/1, 6/15, 7/6, 7/24 M 10:00 AM - 12:00 PM	3.00 Ruth Stuckel	 BOR 402
Political Science			
PS 120 10 Level II	Americon Notionol Government M T W R F 10:05 AM - 12:00 PM 6/1-26	3.00 John Theis	 BOR 424
PS 230 10	Quontitotive Methods M T W R F 10:05 AM - 12:00 PM 6/1-26	3.00 Dovid Wissmonn	Y WHI 508
Psychology			
PY 225 10	Educotionol Psychology M T W R F 10:05 AM - 12:00 PM 6/29 - 7/24	3.00 Stoff	 WHI 508
PY 230 10	Quontitotive Methods M T W R F 10:05 AM - 12:00 PM 6/1-26	3.00 Dovid Wissmonn	Y WHI 508
PY 235 10	Psychology of the Excep. Child M T W R F 8:00 AM - 5:00 PM 5/18-22	3.00 Fred Geer	 HOD 704
PY 380 40	Multiculturol Counseling F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 6/12-13	1.00 Cothy Bogort	 WHI 508
Graduate Courses in Psychology			
PY 615 20	Coreer Development M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	 BOR 423
PY 660 20	Theory/Method of Group Coun. T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stephen Sirridge Stoff	Y HOD 704
PY 680 40	Multiculturol Counseling F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 6/12-13	1.00 Cothy Bogort	 WHI 508
PY 690 50	Directed Study	2.00 Cothy Bogort	 ARR
PY 695 10	Internship T 4:00 PM - 5:30 PM 6/1 - 7/24	1.00 - 5.00 Stephen Sirridge	Y HOD 704
Radiologic Technology			
RT 461 50	Clinicol Educotion II	4.00 Sherry Bellofiore Ed Possmon	Y $25 ARR
RT 464 50	Clinicol Educotion V	4.00 Sherry Bellofiore Ed Possmon/Kristi Littleton	Y $25 ARR
Sociology			
SO 101C 10 Level II	Introduction to Sociology/Film M T W R F 8:00 AM - 5:00 PM 7/13-17	3.00 Dovid Wissmonn	 BOR 424
SO 122 10 Level II	Culturol Anthropology M T W R F 8:00 AM - 12:00 PM 5/18-29	3.00 Dovid Wissmonn	 BOR 401

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Locotion
SO 230 10	Quontitotive Methods M T W R F 10:05 AM - 12:00 PM 6/1-26	3.00 Dovid Wissmonn	Y WHI 508
Spanish			
SP 111 20	Sponish I M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 John Sonders	 BOR 403
SP 112 20	Sponish II T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 John Sonders	Y BOR 403
Study Tour			
ST 304 50	Study Tour: Austrolio/New Zeol.	3.00 Mory Hynes	 ARR
Social Work			
SW 280 50	Mini Agency Experience	1.00 Roeno Haynie	Y ARR
Theology			
TH*WS 111 10 Level II	Introduction to Theology/Film M T W R F 8:00 AM - 5:00 PM 6/8-12	3.00 Mary Hynes	 BOR 402
TH 117 10 Level II	World Religions M T W R F 8:00 AM - 5:00 PM 6/15-19	3.00 Mary Hynes	 BOR 403
TH 117 40 Level II	World Religions F 6:00 PM - 10:00 PM S B:30 AM - 5:00 PM 6/5-6, 6/19-20, 6/26-27	3.00 Mory Hynes	 BOR 403
Theater			
TR 180 50	Shokespeare Performance	3.00 Chorlene Gould	 ARR
Women's Studies			
WS*TH 111 10 Level II	Introduction to Theology/Film M T W R F 8:00 AM - 5:00 PM 6/B-12	3.00 Mory Hynes	 BOR 402
WS*IS 310 10 Level III	Imoges ond Reolity of Women M T W R F 1:00 PM - 3:00 PM 6/29 - 7/24	3.00 Nancy Cervetti Cothy Bogort	Y BOR 423

Evening Courses

AR 110 20 Level II	Introduction to Art T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Liso Sugimato	$20 DAL B20
BU 110C 20	Understonding Computers M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Potrick Kopp	 TBA
BU 310 20	Morketing T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 401
BU 321 20	Monogement M W 6:00 PM - B:40 PM 6/1 - 7/24	3.00 Staff	Y WHI 508
CS 110C 20	Understonding Computers M W 6:00 PM - B:40 PM 6/1 - 7/24	3.00 Potrick Kopp	 TBA
EC 201C 20 Level II	Principles of Ecanamics I M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Staff	 BOR 401
EC 240 20	Stotisticol Analysis T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 402

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Location
EC 241 20	Quontitotive Anolysis M W 6:00 PM - B:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 424
ED 230C 20	Children's Literature M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Mortho Tharnton	 HOD 704
EN 261C 20 Level II	The Short Story M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Staff	 BOR 402
MA 095 20	Bosic Algebra M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Greg Tollesan	 BOR 420
MA 120 20 Level I	College Algebra T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Staff	Y BOR 420
SP 111 20	Sponish I M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 John Sonders	 BOR 403
SP 112 20	Sponish II T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Jahn Sonders	Y BOR 403
Graduate Evening Courses for Master of Business Administration (MBA)			
BU 601 25	Business, Gavernment & Society M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y WHI 507
BU 622 25	Org. Behovior & Develapment T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y WHI 508
BU 629 25	Current Issues in Monogement T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y WHI 507
BU 690 50	Directed Studies: Business	3.00 Stoff	 ARR
BU 698 50	Business Reseorch	3.00 Stoff	 ARR
EC 540 20	Stotisticol Analysis T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Staff	Y BOR 402
EC 541 20	Quontitotive Anolysis M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stoff	Y BOR 424
EC 690 50	Directed Studies: Economics	3.00 Stoff	 ARR
EC 698 50	Econamic Reseorch	3.00 Stoff	 ARR
Graduate Evening Courses for Psychology			
PY 615 20	Coreer Development M W 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Staff	 BOR 423
PY 660 20	Theory/Method of Group Coun.. T R 6:00 PM - 8:40 PM 6/1 - 7/24	3.00 Stephen Sirridge Stoff	Y HOD 704

Summer 1998 Weekend Intensive Course Services & Policies

Saturday Course Policies

1. The closing dates for registration and withdrawal are found in the class listings. There is no late charge for adding a Saturday class.

2. If you withdraw from 6-week classes, you are eligible for refunds under the following schedule:
   a. complete refund if the withdrawal takes place before the start of course.
   b. 50% refund if withdrawal takes place after the 1st meeting of class.
   c. no refund if withdrawal takes place after the 2nd meeting of class.

3. Deferred payments plans are available if you take alternating 6-week courses.

4. Students may withdraw from a 6-week course with a grade of "W" up to and including the 4th meeting of the class.

Evening and Weekend-Intensive Services

Students attending evening, weekend intensive classes have a number of services available:

1. processing registration.

2. paying bills if students already know their balances (no cash).

3. obtaining various forms needed for academic purposes.

When classes are in session, the secretary is available on the 2nd floor of O'Rielly Hall.

M - TH	5 p.m. - 8:45 p.m.
F	5:30 p.m. - 10 p.m.
S	8 a.m. - 5 p.m.

Summer 1998 Weekend Intensive Course Policies

Weekend Intensive Course Policies

1. The closing date for registration in a weekend intensive course is one week prior to the beginning of the course. Exceptions to this policy are at the discretion of the academic department. There is no late charge for adding a weekend intensive class.

2. You may withdraw from weekend intensive courses that meet one weekend any time prior to the beginning of the course.

3. You may withdraw from weekend intensive courses that meet on two or more weekends anytime prior to the second weekend of the course.

4. If you withdraw after the first weekend (for weekend classes of two or three credit hours) but before the second weekend of the course, you will receive 50% reimbursement for the course tuition.

5. If you are a full-time student and you withdraw from a weekend intensive course before it begins, you will receive tuition reimbursement as stated in the catalog.

6. The Credit/No Credit grade option is available to students for weekend intensive courses. For a one-credit course, this grading option must be contracted prior to the beginning of the course. If more than a one-credit course, this grading option must be contracted prior to the 2nd course meeting.

7. You are required to attend all sessions of a weekend intensive course. If you miss any part of the class, your final course grade may be reduced, possibly even to an "F." If you cannot attend all sessions, you should not enroll in a weekend intensive course or should withdraw from the class.

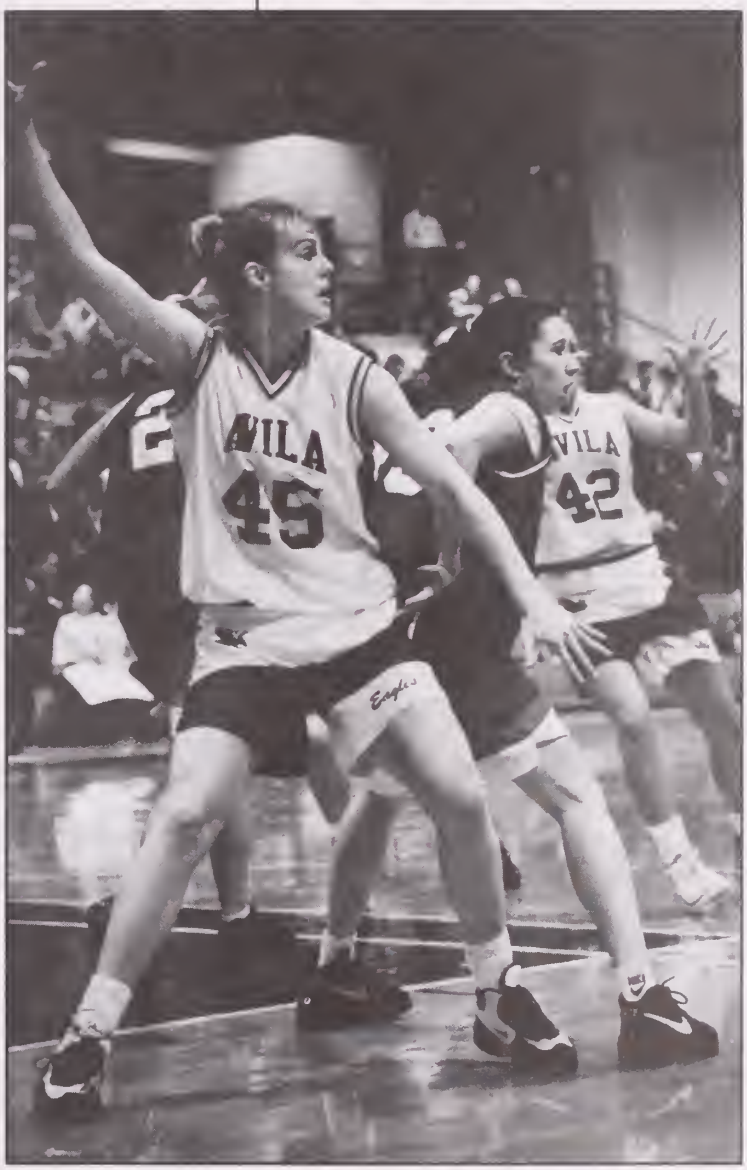
Weekend Intensive Courses

1. Required reading prior to beginning of class.

2. Ordinarily students are tested on materials during first class.

3. Reading assignments are available in the library.

4. Reading assignments are available no later than 10 days before first class day.



Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
May 29-30, 1998			
CO 225C 40 Level II	Mass Media & Society F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 06/12-13, 06/26-27)	3.00 Dotty Hamilton	 DAL 800
Examination of legal and ethical issues in mass media with emphasis on critical evaluation of the effects of media on society. Historical overview of communication media (newspaper, radio, television, film, magazine) including economic and technological development.			
CS 180 40	Intro to PC F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	 TBA
Learn how to use your PC. Hands-on experience using Windows 95, floppy disks, the mouse, computer software, Internet and e-mail.			
ED 680 40	Content Area Reading F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Karen Garber	 BOR 423
Presents hands-on strategies to help teachers better assist students with the reading problems they encounter in multiple disciplines and at all grade levels. Topics will include reading motivation, preparation strategies, assistance strategies, reflection strategies, vocabulary, connecting reading and writing, determining readability and more.			
June 5-6, 1998			
CO 380 40	Ads & Creative Process F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Karl Yehle	$10 DAL 800
A hands-on course in creative thinking and its use in contemporary advertising. Discover how to develop your creative side with tips from professionals on how to nourish creativity.			
TH 117 40 Level II	World Religions F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 06/19-20, 06/26-27)	3.00 Mary Hynes	 BOR 403
Both a historical and critical look at human religious experience through a comparative study of Buddhism, Confucianism, Hinduism, Islamism, Judaism and Taoism. Topics include the varieties of religious faith expression, ideas of the holy and sacred, conceptions of the divine, scripture and ritual, and religious morality.			
June 12-13, 1998			
CO 225C 40 Level II	Mass Media & Society F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 06/26-27; see 05/29-30 for details)	3.00 Dotty Hamilton	 DAL 800
ED 680 41	Brain-Based Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Harlan Rimmerman	 WHI 507
Learn how to create a brain-based classroom. Find out why the '90s have been called the "Decade of the Brain." A brain-based classroom will help improve learning in the classroom. This class will provide you with the information needed to understand this exciting concept.			
PY 380 40	Multicultural Counseling F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Cathy Bogart	 WHI 508
This course will focus on important issues in counseling people of various racial/ethnic groups, social classes, as well as gay and lesbian populations.			
PY 680 40	Multicultural Counseling F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Cathy Bogart	 WHI 508
This course will focus on important issues in counseling people of various racial/ethnic groups, social classes, as well as gay and lesbian populations.			
June 19-20, 1998			
CO 380 41	Spies, Thighs & Private Eyes F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Rich Wilson	$10 DAL 800
An introduction to film noir, its history and aesthetics. Course will screen classic noir films and examine the social cultural events that led to film noir.			
TH 117 40 Level II	World Religions F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 06/26-27; see 06/5-6 for details)	3.00 Mary Hynes	 BOR 403
June 26-27, 1998			
CO 225C 40 Level II	Mass Media & Society F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions; see 05/29-30 for details)	3.00 Dotty Hamilton	 DAL 800
CS 180 40	Web Page Design F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	 TBA
This course will teach students HTML coding as well as web page design.			
ED 680 42	Character Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Russ Pieken	 BOR 423
This course will examine some of the current brain research with regard to the importance of positive experiences for students and the part this plays in brain mapping and patterning. Teachers of any grade level can expect to return to their classrooms able to transfer this theory to practical application.			
TH 117 40 Level II	World Religions F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions; see 06/5-6 for details)	3.00 Mary Hynes	 BOR 403

Admission & Enrollment

Admission

New and Former Avila Students

Students who are new to Avila College or former Avila students who have not been enrolled for the last two consecutive semesters must apply for admission/readmission through the Admissions Office for all programs except the MBA. There is no application fee for undergraduate admissions. Contact the Avila Admissions Office directly at ext. 3500 or call 1-800-GO-AVILA for information. Students must be admitted to Avila College before their application for financial aid can be evaluated. Apply early for admission and financial aid to expedite financial aid evaluation and award time. Once students are admitted or readmitted, they follow the same registration procedure as continuing students, as outlined in the next section. See the Instructions and Application for Undergraduate Admission on the last two pages of this course schedule.

International Students

International students must complete the following admission steps:

1. Submit an application for admission.
2. Submit a notarized English translation for each transcript, if transcript is not issued in English.
3. Submit a Supplemental Information Sheet if transferring from any U.S. college or high school.
4. Demonstrate proficiency in the English language through previous college course work or standardized testing such as the T.O.E.F.L. or Michigan examination.
5. Verify financial support.
6. Provide fees for health insurance or proof of coverage.

- An I-20 student visa form will be issued only after satisfactory completion of the above and payment of a $100 tuition deposit.

Graduate Admission

Master of Business Administration

1. Contact the MBA office at ext. 2321 for application and admission materials and details.
2. To be admitted to the MBA program, you must have a baccalaureate degree from an accredited institution.
3. You must have at least 1,000 points based on this formula: 200 X your grade point average on your last 60/90 semester/quarter hours (on a 4.0 scale), plus the GMAT score.
4. If you are a student from a country other than the United States, you should have a minimum 450 score on the GMAT Examination and a minimum score of 550 on the T.O.E.F.L. exam.
5. If you do not meet these requirements, you may petition for admission. Typically, if you have a 3.0 or better in your last 60 hours or overall GPA, you may begin studies without a GMAT score and submit it at a later date.
6. You must submit an official transcript(s) of all previous credits from all institutions attended.

Master of Science in Education

1. Contact the Office of Admissions at ext. 3500 for application and admission materials and details.
2. To be admitted to the Master of Science in Education program, you must have a baccalaureate degree from an accredited institution.
3. You must submit an official transcript (s) of all previous credits from all institutions attended.
4. You must have a 3.0 grade point average (on a 4.0 scale) for the last 60 hours of undergraduate work.
5. Submit a graduate application form and two letters of recommendation.
6. You must have a current teaching certificate in one or more areas.

Master of Science in Counseling Psychology

1. Contact the Office of Admissions at ext. 3500 for application and admission materials and details.
2. To be admitted to the Avila Master of Science in Counseling Psychology program, you must have a baccalaureate degree from an accredited institution, which includes four specific undergraduate courses: General Psychology, Personality Theory, Social Psychology and Abnormal Psychology.
3. You need to submit an official transcript(s) of all previous credits from all institutions attended.
4. You need to have a 3.0 grade point average (on a 4.0 scale) for the last 60 hours of undergraduate work.
5. You need to submit your scores on the general portion of the GRE.
6. You need to submit a graduate application form and two letters of recommendation.

Faculty Advisors

For advisor information, call ext. 2210. Once admitted, you must make an appointment to meet with your faculty advisor to select courses.

Undergraduate Advisors

(Phone extensions are in parentheses.)

Accounting

Initial advising appointments for all new students and for continuing students who have not officially declared a major are with Doris Frede (2325).

Only continuing students who have declared Accounting majors meet with advisors as indicated below:

A-G	Doris Frede (2325)
H-Z	Bonnie Givens (2395)

Anthropology (minor only)	Dona Neuman (2248)
Art	Susan Lawlor (2362)
Biology	Steve Daggett (2254)

Business

Initial advising appointments for all new students in Accounting, Business, and Paralegal Studies/Legal Assistant programs and for continuing students in those areas who have not officially declared a major are with Doris Frede (2325).

Only continuing students who have declared the following Business majors meet with advisors indicated as follows:

Business Administration
A-M Brian Buckler (2323)
N-Z Robert Gay (2324)

Finance Robert Gay (2324)

Gen. Mgmt. Richard Woodall (2320)

Information Science Pat Kopp (2212)

Int'l Business John Shoenhair (2256)

Marketing Brian Buckler (2323)

Minor (Bus.) Doris Frede (2325)

Chemistry Linda Cleveland (2390)

Communication
A-L Dotty Hamilton (2246)
M-Z Steve Iliff (2363)

Computer Science/Mathematics
A-L Don Faurot (2388)
M-Z Judy Munshower (2285)

Computer Science Pat Kopp (2212)
(minor only)

Education
Elementary
A-E (until 6/98) Fred Geer (2269)
F-Z (until 6/98) Karen Garber (2267)
A-L (6/98 and on) Laura Sloan (2261)
M-Z (6/98 and on) Karen Garber (2267)

Special Education
MH, BD, & LD Fred Geer (2269)
Cross Categorical

Middle School
A-M Reulan Levin (2431)
N-Z Sue McCalley (2433)

Secondary (minors)
A-M Reulan Levin (2431)
N-Z Sue McCalley (2433)

English
A-L Mary Scott (2233)
M-Z Nancy Cervetti (2252)

General Studies:
Humanities Carol Coburn (2289)
OR
Social/Behavioral Sciences
David Wissmann (2243)

Gerontology Dona Neuman (2248)
(minor only)

History
A-L Sherry Schirmer (2249)
M-Z Jeffrey Myers (2245)

Mathematics
A-L Don Faurot (2388)
M-Z Judy Munshower (2285)

Medical Technology
Elaine Hostetler (2386)

Music Cynthia Hukill (2419)

Natural Science Eric Anderson (2222)

Clinical Lab Science
Elaine Hostetler (2387)

Unified Science Eric Anderson (2222)

Nursing
1st Year Pre-Nursing
Projected Clinical Year 2000
Avila Freshmen 1998
A-G Linda Cleveland (2390)
H-Z Mark Seelbinder (2351)

Other Students for Clinical Year 2000
A-Z Janet Ahlstrom (2282)

2nd Year Pre-Nursing
Projected Clinical Year 1999
Avila Freshmen 1997
A-G Linda Cleveland (2390)
H-Z Mark Seelbinder (2351)

Other Students for Clinical Year 1999
A-R Brenda Patzel (2238)
S-Z Pat Jamerson (2333)

3rd Year Nursing with Clinical Placement
A-H Lonna Boen (2288)
I-Z Irene Nieland (2403)

4th Year Nursing with Clinical Placement
A-Z Michele Hinds (2287)

RNB Students Susan Fetsch (2271)

New Accepted Students
Susan Fetsch (2271)

Paralegal Studies
Initial advising appointments for all new students and for continuing students who have not officially declared a major are with Doris Frede (2325). Only continuing students who have declared their Paralegal Studies major meet as follows:
Paralegal Studies/
Legal Assistant Judy Gibbs (2244)
Paralegal Cert. Judy Gibbs (2244)

Philosophy S. Ruth Stuckel (2407)
(minor only)

Political Science John Theis (2242)
Prelaw John Theis (2242)

Premedicine Larry Sullivan (2255)

Psychology
A-G Stephen Sirridge (2262)
H-L Cathy Bogart (2392)
M-Z Frank Yeatman (2264)

Radiologic Technology
B.S. Program Stephanie Whisler (2387)
Carole Urbanski (2224)

RT degree completion
Stephanie Whisler (2387)
Carole Urbanski (2224)

Social Work
A-K Kim Anderson (2393)
L-Z Roena Haynie (2247)

Sociology Dona Neuman (2248)

Theater
B.F.A. Acting/Producing/Directing
Charlene Gould (2411)

B. F. A. Technical Theater
Lori Bush Whitsitt (2291)

B.A. Theater Lori Bush Whitsitt (2291)

Theology Mary Hynes (2284)

Undecided Majors
A-C Sr. Ruth Stuckel (2407)
D-L Mary Hynes (2284)
M-R Sr. Ruth Stuckel (2407)
S-Z David Wissmann (2243)

Women's Studies Nancy Cervetti (2252)
(minor only)

Graduate Advisors

Master of Business Administration
A-Z Wendy Acker (2321)

Master of Science in Education
A-Z
S. Marie Georgette Eschbacher (2207)

Master of Science in Counseling Psychology
A-G Stephen Sirridge (2262)
H-L Cathy Bogart (2392)
M-Z Frank Yeatman (2264)

Fall 1998 Financial Information

Financial Aid

Requirements: Free Application for Federal Student Aid (FAFSA), Avila Financial Aid Data Sheet, 1997 tax return(s), verification form. Early application is advantageous. All aid applicants must be accepted for admission to the College before an award is made.

All students are encouraged to apply for all types of financial assistance. Special circumstances may be explained in writing and will be considered on an individual basis. Awards available: Federal Pell Grant; Federal SEOG; Federal Work-Study Program; Federal Perkins Loan; Federal Stafford Loan and Federal Un-subsidized Stafford Loan; Charles Gallagher (formerly Missouri Student) Grant; Missouri "Bright Flight" Scholarship; President's Scholarship; St. Teresa of Avila Award; Athletic and Performance Grants (offered in Theater and Music); Art, Biology, Communication and Premed Focus Grants; Dependents of Alumni Grants; Family Grants; Avila Need-Based and Residence Grants; Avila Work Program.

Tuition & Fees

Tuition and fees are the same for audited and credit courses. Previous semester charges must be paid in full before registering for the next semester.

Avila accepts: VISA

Full-Time (12 - 18 hours)

Tuition	$5,625.00
Student Ctr. & Activity Fee	$50.00
Technology Fee	$30.00
Tuition per credit hour over 18 hrs. (or 19 hrs. if 19th hr. is choir)	$245.00

Part-Time & Audit (1 - 11 hours)

Tuition per credit hour	$245.00
Student Center & Activity Fee per credit hour	$1.00
Technology Fee per credit hour	$2.00

Graduate Credit

Tuition for graduate classes per credit hour	$295.00
Student Center & Activity Fee per credit hour	$1.00
Technology Fee per credit hour	$2.00

Dual Enrollee Student
(high school junior or senior)
50% of current tuition per credit hour

Students 55 Years & Older
(verification of age is required)

Full-Time Tuition (12-18 hrs.)	$2,812.50
Full-Time Student Center & Activity Fee	$25.00
Full-Time Technology Fee	$30.00
Part-Time Tuition per credit hr.	$122.50
Part-Time Student Center & Activity Fee per credit hour	$.50
Part-Time Technology Fee per credit hour	$2.00
Graduate Tuition per credit hr.	$147.50

Non-Credit/Continuing Education Registration

Undergraduate classes only per credit hr.	$122.50
Students 55 years and older (verification of age is required)	$60.75

non-credit graduate courses not available

Nontraditional Credit

College Level Examination Program (CLEP) per credit hr.	$20.00
Departmental Examination	30% of current tuition per credit hour

Experiential Learning
30% of current tuition per credit hour

Other Expenses Per Semester
The following fees apply to full- and part-time students:

Change of Program	$15.00
Deferred Payment Plan	$35.00
Late Degree Application Filing Fee	$10.00
Graduation Fee	$70.00
Insurance for 12 months	(optional)

(All international students are required to verify health insurance coverage.)

Lab Fees	(refer to courses)
Late Payment Penalty	$15.00
Late Registration Fee	$25.00

Does not include registering for weekend intensive or Saturday courses.

Returned Check Fee	$20.00

Returned check payment must be made in cash, money order, certified check or similar item plus the fee.

Reinstatement Fee	$25.00
Room & Board Double	$2,300.00
Room & Board Private (if available)	$2,750.00
Special Course Fees	(refer to courses)
Transcripts	$2.00
Transcript Re-evaluation Fee	$5.00
Subsequent Transcript Re-evaluation Fee	$10.00

Music Fees & Private Lessons
Private lessons, which may be taken for credit or not, are available in voice and piano. Check with Humanities Dept., ext. 2289, for course number and lesson time before registration.

Full- or Part-Time Avila Student

Noncredit (30 min. weekly)	$210.00
Noncredit (45 min. weekly)	$300.00
Noncredit (60 min. weekly)	$345.00
Credit (45 min. weekly)	$175.00
Credit (60 min. weekly)	$200.00

Non-Avila Student

30 min. weekly	$210.00
45 min. weekly	$300.00
60 min. weekly	$345.00

Payment Plans

Select your method of payment:

Payment in Full
Avila College accepts VISA, cash, personal checks and money orders.

Deferred Payment Plan

1. For details about the Deferred Payment Plan, contact the Business Office in Blasco Hall at ext. 3700.
2. To be eligible, all tuition, fees, etc. from previous semesters must be paid in full.
3. You are responsible for the total charges even if some portion of the payment is deferred.
4. Forms are mailed with tuition statement.
5. If you wish to participate, please sign and return the Deferred Payment Plan Agreement form to the Business Office in Blasco Hall. If for some reason you do not return the form, by making the first payment of the Deferred Payment Plan, you are indicating that you accept all of the conditions of the plan.
6. There is a $35 plan fee per semester.
7. A late payment penalty of $15 will be charged for each payment not paid on or before the due date.
8. If you register prior to August 7, 1998, make sure at least 25% of your tuition and fees is received in the

Business Office in Blasco Hall no later than August 10, 1998. Financial Aid papers, if applicable, must be signed in the Business Office during the first week of classes. The balance is payable in three equal installments due: September 30, October 31 and November 30, 1998.

9. If you register after August 7, 1998, make sure at least 25% of your tuition and fees is paid at the time of registration. Financial aid papers, if applicable, must be signed in the Business Office during the first week of classes. The balance is payable in three equal installments due: September 30, October 31 and November 30, 1998.

10. Failure to remit the first payment due in the Business Office will result in cancellation of your registration. You may be reinstated by paying a reinstatement fee and completing the proper form available in the Registrar's Office. However, your original classes cannot be guaranteed.

Tuition Adjustments

First day of Fall classes is August 31, 1998. If adding, dropping or withdrawing, the student must complete a Change of Program Form available in the Registrar's Office and must return the form to the Registrar's Office for the transaction to be complete. The date the form is returned to the Registrar is the date of the transaction. The time periods for adjustments commence with the first day of classes according to the Academic Calendar and not beginning dates of the individual courses. Laboratory fees are not refundable. Tuition will be adjusted for full- and part-time students in accordance with the student's classification as either a "first-time student at Avila" or "all other student" status. The following procedures will be used:

Cancellation of Registration

Prior to the start of classes and the first seven calendar days of the semester, a cancellation of registration will result in the cancellation of all tuition and fees. A fee ($100 for full-time; $25 for part-time) will be charged. Cancellation of registration is a complete withdrawal from the college and no records will be kept. To cancel registration, a Change of Program Form available in the Registrar's Office must be processed and returned to the Registrar's Office during the first seven days of classes.

Withdrawal from All Classes

I. Tuition adjustment for the "first-time student at Avila" processing a complete withdrawal from the College will follow federal pro-rata refund procedures, which provide for adjustments up through the first 60% of the term as calculated by weeks. After the 60% period, there will be no reduction of original charges, and they are due and payable. The calculation is made using weeks remaining divided by total number of weeks in the term and rounding the result downward to the nearest whole 10%. A withdrawal fee ($100 for full-time; $25 for part-time) will also be charged.

II. Tuition adjustment for "all other students" processing a complete withdrawal from the College:

- 1 through 7 calendar days 100% withdrawal fee applies
- 8 through 14 calendar days 75%
- 15 through 21 calendar days 50%
- 22 through 28 calendar days 25%

After the 28th day, there will be no reduction of the original charges, and they are due and payable.

Change in Status from Full- to Part-Time

Prior to the start of classes and the first seven calendar days of the semester, tuition will be reassessed at the part-time rate. After seven calendar days, there will be no tuition reduction, and the original charges will be due and payable. The Change of Program Form must be processed and returned to the Registrar's Office during this seven-day period.

If any tuition reduction results in an overpayment, the appropriate refund will be made following the Avila refund policies. Where federal financial aid or federally guaranteed monies are involved, the federal regulations relating to refunds will be integrated with the Avila policies. If any tuition reduction results in the student still owing Avila, it will be due and payable.

Credit Balance Returns

Credit balances may be requested at the Business Office any time after the second day of classes. In instances where credit balances are created by funds paid from outside sources (such as business, government and banks), the money must first be received by the College in order to issue a disbursement check to the student. An authorization to bill an outside source does not create a credit balance. Checks will be issued after the 14th day of classes, provided the request was received five to seven days prior to the refund date. Requests received after the 2nd week of classes will be ready within seven days. Federal Perkins Loan papers must be signed during the first four calendar days of classes to have the loan proceeds included in any credit balance returns. The loan proceeds will appear on your statement after the Promissory Note has been completed.

1. $300 or less – The entire amount will be returned at one time.

2. Any amount over $300 – $300 will be returned initially; the remaining balance may be requested during the fifth week of the semester.

3. Federal Stafford Loan, Federal Unsubsidized Stafford Loan and/or Perkins Loan recipients:
   a. ***Remember:*** Loans of any type must be repaid whether or not you graduate or are satisfied with the education you receive. Borrow wisely!
   b. For first-year, first-time undergraduate borrowers, regulations require the College hold the loan checks until 30 days have expired from the first day of classes. At that time, after class attendance and academic progress have been verified, loan checks may be endorsed by the student and any resulting credit balance checks will be ready no later than seven working days after the loan check is endorsed.
   c. For all other borrowers: Avila regulations will not permit credit balances generated by these loans to be returned until classes have begun and attendance has been verified. When the loan check is endorsed before classes begin or through the first seven days of classes, the credit balance check will not be ready until the 14th day of classes. If the loan check is endorsed after the seventh day of classes, the credit balance check will take about seven working days to issue.

See the Avila College catalog for a description of the Residence Hall Refund Policy.

Appeal Policy
Students or parents who feel their individual circumstances warrant an exception from the above stated refund policy may appeal in writing. The appeal should include a statement of the exception being requested, an explanation as to why an exception should be granted, and appropriate materials to support the request for the exception. The appeal and supporting materials should be sent to:
Dr. Esther Ray Mills
Associate Dean for Academic Affairs
Avila College
11901 Wornall Road
Kansas City, MO 64145.

Once all appeal materials are complete in the Dean's Office, a decision will be made within 14 calendar days.

Crediting Financial Aid Awards to Student Accounts
1. Financial Aid, including loans, must be fully processed and loan checks, or disbursing dates thereof, must be on record in the Business Office at registration time to be considered as reducing the balance due. If this is not the case, you will be responsible on the due date for the payment that is due.

2. Where loans are involved, the proceeds must be applied to any balance due. Students may call the Business Office at ext. 3700 to verify if their proceeds have arrived. A notice will be mailed to you from the Financial Aid Office when the loan proceeds are received. Credit balances on accounts will be returned as noted earlier in the section called "Credit Balance Return."

3. Registration charges are audited by Business Office personnel. Students are responsible for any balance owed due to an assessing error.

4. Federal Perkins Loan recipients must go to the Business Office and sign the loan papers before the loan will appear on their statement. The loan proceeds will be used in the calculation of the deferred payment agreement for August 1998. Loan papers not signed before the September 1998 deferred payment date will increase the amount owed on the September, October and November 1998 payments until the loan papers are signed and could incur late payment charges.

Registration Information

If you are planning to enroll:
1. Take the appropriate placement exam(s) as advised. If you are planning to enroll in a writing or a specific mathematics course, you must either have official ACT scores (dates Jan. 1, 1995 or later) on file or you must take placement exams at Avila College.

English Placement Exam
a. If you are entering Avila College without ACT scores and you want to enroll in English 95, 111 or 112, you must take the English Placement Exam before you may register.
b. There is no charge for the exam.
c. Call the Registrar's Office at ext. 2210 to make arrangements to take the exam.
d. In order to enroll, you must present a form signed by your advisor indicating the course in which you should enroll.

Math Placement Exam
a. If you have taken the ACT since January 1995 and have an ACT math score of 20 or higher, you will be placed in MA115, 120 or 210 by your advisor. Any student has the option of taking the current Math Placement Exam.
b. If you are planning to enroll in Math 115 or 120 and have not taken the ACT since January 1995, you must take the Math Placement Exam at Avila before you may register.
c. If you have previously passed Math 120 or its equivalent, you do not need to take the Math Placement Exam.
d. There is no charge for the exam.
e. Call the Registrar's Office at ext. 2210 to make arrangements to take the exam.
f. In order to enroll, you must present a form signed by your advisor indicating the course in which you should enroll.

2. Register in person in the Registrar's Office or use telephone registration. See the Academic Calendar on page 4 for registration dates.

Methods of Registration
Being advised does not mean you are registered in any courses. Be sure all tuition, fees or other charges from previous semesters have been paid in full. You must register with the Registrar's Office in Blasco Hall by using one of the following options:

In-Person Registration
1. Present your advising form to the Registrar's Office in Blasco Hall and request to be registered.

2. During the first four days of registration, current students may register according to classification.

Students are classified by the number of credit hours completed as of the first day of registration (the number of credit hours will not include the hours currently in progress).

Seniors	(96 or more hours completed)
Juniors	(64-95 hours completed)
Sophomores	(32-63 hours completed)
Freshmen	(0-31 hours completed)

Certification students are those who have been officially accepted in either the Teacher Certification or Paralegal Certification programs. Classification for these students will be listed as "CT." Lists of students by classification will be posted outside the Registrar's Office at least three weeks prior to the beginning of registration. A student may question that classification in person in the Registrar's Office and, if it is found to be incorrect, have it changed only if this is done prior to the first day of registration. After the first four days, all students may register.

See page 6 for specific dates and times.

Telephone Registration
1. Make sure your advising form is on file in the Registrar's Office in Blasco Hall.

2. Have your social security number and the department, course number and section of the class(es) in which you want to register in front of you before you call to register.

3. Call the Registrar's Office at ext. 2210 or 2209.

See page 6 for specific dates and times.

Late Registration
(see Academic Calendar for dates)
1. Late registration must be completed in person.
2. You will be charged $25 for registering late.
3. You will not be charged a late fee if you are registering for weekend intensive or Saturday classes.

Registration for Non-Degree Seeking Students

Avila College offers a special enrollment process for all students not seeking an Avila College degree. No transcript or formal application is necessary. You may register at the Registrar's Office for any course. To register for a course numbered 310 or above, students must meet with an advisor. High school juniors and seniors, home schoolers, students from other colleges as well as anyone simply wishing to enrich an educational background are encouraged to take advantage of this convenient opportunity. Students who enroll through this program are limited to a total of nine credits at Avila before they are asked to seek formal admission.

We recommend that visiting students submit written permission from their own institution in advance of their registration at Avila in order to be sure that the course work will transfer. The following non-degree seeking students do not have to apply for admission through the Admissions Office. They can register directly by coming in person to the Registrar's Office during office hours:

A. Accepted Non-Degree
B. Area Exchange
C. Continuing Education
D. Dual Enrollee (high school student)
E. Enrichment
F. Visiting

Continuing Education

Courses at Avila College may be taken for Continuing Education on a space-available basis. Since no academic credit is awarded, students are not required to meet the admission requirements of the college. A stipulation of the continuing education option is mandatory class attendance. The level of class participation for continuing education is determined by the individual instructor. A certificate from Avila will be awarded to those who have met the continuing education requirements of the course.

Enrollment for this option begins in the Registrar's Office (Blasco Hall) during published in-person registration days and times. Enrollment in a lower division course for Continuing Education requires the appropriate prerequisites but does not require departmental approval.

Enrollment in an upper-division course (course numbered 310 or above) on the Continuing Education option must have the approval of the department offering the course. A signature from a departmental representative is required. If a student withdraws from a course taken for Continuing Education, a refund will be granted according to the time frame for part-time students minus a $10 administrative fee.

Additional Registrar Information

Student Responsibility
Each student is responsible for conforming with regulations in the Avila College catalog. Therefore it is important for each student to remain currently informed throughout the period of enrollment. The primary responsibility for meeting graduation requirements rests with the student. Degree requirements are subject to change. It is the student's responsibility to be informed of applicable requirements. Faculty advisors and personnel are available to provide guidance.

Schedule Changes and Course Withdrawals (Add/Drop)
Schedule changes and course withdrawals are official when forms available in the Registrar's Office have been processed and returned to the Registrar's Office. Attending or ceasing to attend classes does not constitute official enrollment or withdrawal. If you do not officially withdraw from a course by the published deadlines, you will receive a final grade of "F." The fee for each change is $15. There is no fee for changes made as a result of classes canceled by the College. There is no late fee for adding a weekend intensive or Saturday class.

Registration for a class must be made before the last day indicated for entering a class. Information about weekend intensive courses is found on page 33. Withdrawals from other courses must be completed prior to the dates on the Academic Calendar found on page 4.

Course Cancellation
Courses listed in this schedule are subject to cancellation for insufficient enrollment. For this reason, students are encouraged to register early.

Exchange Programs
Area Exchange Program
If you enroll at Avila College, you also have access to the curricular offerings of many other colleges and universities in metropolitan Kansas City. If you are a full-time, undergraduate student (12 or more credit hours) at Avila, you may take one course per semester at another area campus at no additional tuition costs after prior certification of status by the Registrar at Avila College. This does not apply to summer sessions. Participating institutions are *Avila College, Central Missouri State University, Kansas City Art Institute, Longview Community College, Maple Woods Community College, Park College, Penn Valley Community College, Rockhurst College* and *University of Missouri-Kansas City.* Participation is subject to change at any time.

Carondelet Colleges Exchange Program
See Registrar for details.

Course Information

Abbreviations

M = Monday
T = Tuesday
W = Wednesday
R = Thursday
F = Friday
S = Saturday
ARR = Arranged
TBA= To be announced
Students will meet on a one-to-one basis with a particular instructor.
O/C = Class meets off campus.

Cross-Listed Courses

Some courses are offered for credit by more than one department. Be sure you register only for the department under which you wish your credit recorded on your permanent academic record.

Course Numbers

091 - 099	Skills courses (will not count toward graduation)
101 - 199	Introductory courses
201 - 299	More advanced introductory courses; may have prerequisites
310 - 449	Upper-division courses open to all students
451 - 499	Upper-division courses open to majors/minors
501 - 599	Pre-graduate courses
601 - 699	Graduate courses

Meets Core

1. Beginning Fall 1993, core courses are identified as meeting core (Level I, Level II, Level III and Level IV).

2. A course with this designation will be accepted to meet core requirements.

3. A complete listing of core courses is found in the Avila College catalog.

4. Students should check with their advisors for the specific requirements and/or read the materials in the Avila catalog for the year they began their enrollment at Avila.

Communication Intensive Courses

Courses designated with a "C" immediately following the course number meet the Communication Intensive requirement.

Prerequisites

Students are responsible for ensuring they have the necessary prerequisites for classes in which they enroll.

Grading Policy, Transcripts & Publication of Student Information

Grading System

Grade Points Per Semester Hour	
A - Superior	4
B - Above Average	3
C - Average	2
D - Below Average	1
F - Failing	0

W – Withdrawal

Withdrawal prior to the 11th week of semester-long classes. For shorter courses, see page 33.

AU – Audit

Courses may be taken for audit with approval of the instructor. Students may change a credit course to audit prior to the 11th week of classes; students may also change an audit course to credit with the permission of the instructor prior to the SECOND week of classes. Students auditing a course are required to meet the attendance and participation requirements of the course. If the requirements are not met, students will be withdrawn from the course by the instructor. A final grade of "AU" is recorded on the transcript.

CR/NC – Credit/No Credit

A grade of CR (Credit) indicates that a student has successfully fulfilled all the requirements of a course. This option must be contracted during the first week of a semester-long course. A grade of CR/NC may not be subsequently converted to a standard letter grade. A student may choose up to 12 credit hours for this grading option excluding those hours designated by the department as Credit/No Credit. For weekend intensive courses, see pages 33-36.

I - Incomplete

The student and instructor must complete the Incomplete Grade Contract prior to end of the course. Contracts are available in the Registrar's Office. Course work required for a grade must be completed within six weeks after the close of a session unless a shorter time is stipulated by the instructor; if not, the Incomplete will be changed to a grade of "F." For additional information, please call the Registrar's Office.

GPA – Grade Point Average

The GPA is obtained by dividing the total number of grade points by the total number of semester hours, including transfer credits, but excluding grading assessments of W, AU, CR/NC and I. Transcript letter grades may be assigned with + or -, but grade points will reflect only the letter grade in computation of the GPA. All grades for courses retaken will be displayed on the transcript, but only the most recent grade will be averaged into the GPA.

Grade Reports

Grades will be mailed to the student's permanent address. Grades will not be released over the telephone or in the Registrar's Office.

Transcripts

Students who have satisfied all financial obligations to the College are entitled to transcripts of their academic records. Due to the confidential nature of a student's record, transcripts are issued only upon written authorization of the student concerned. Telephone requests will not be accepted. Written requests should be directed to the Office of the Registrar. Official transcripts are forwarded directly by mail to other institutions. They bear the Avila College seal and the signature of the Registrar. Unofficial transcripts are issued to the student for personal use. The fee for each transcript is $2, payable in advance. Please allow at least 24 hours to process the request for transcripts.

Publication of Student Information

Avila College does not release the address, telephone number or registration status of a student to anyone outside the College. Avila will publish the name and major of a student in the following publications, whenever applicable:

- Commencement Program
- Dean's List Honors Program
- Hometown newspaper when an honor is received

If a student does not wish his/her name and major published, the student must contact the Registrar's Office in writing and request that this information be omitted.

Key Offices, Hours & Contact Information

The following offices are open Monday – Friday from 8 a.m. – 5 p.m.: Admissions, Athletic Office, Business Office, Financial Aid, Registrar, Residence Life, Student Affairs, Student Life, Student Resource Center.

The following offices have also extended their office hours until 6:15 p.m. on Wednesdays when classes are in session: Admissions, Athletic Office, Financial Aid, Registrar, Student Affairs, Student Life, Student Resource Center.

Admissions Office
Blasco Hall, upper floor, ext. 3500

Bookstore
Marian Center, lower level, ext. 2230. The campus bookstore meets students' needs for texts, supplies and also sells gift items. The bookstore also operates the campus Lost & Found Department.

Hours for Fall 1998

Aug. 3-14	10 a.m. - 4 p.m.
Aug. 17-21	10 a.m. - 6 p.m.
Aug. 24-27	10 a.m. - 6 p.m.
Aug. 28	8:30 a.m. - 4 p.m.
Aug. 31	8:30 a.m - 6:15 p.m.
Sept. 1-3	8:30 a.m - 6:15 p.m.
Sept. 4	8:30 a.m. - 4 p.m.
Sept. 7	Closed for Holiday
Sept. 8 through end of semester	
Mon. & Wed.	8:30 a.m - 6 p.m.
Tues., Thurs. & Fri.	8:30 a.m. - 4 p.m.

Book Return Policy
If a student drops or changes a course, the text may be returned under the following conditions:

1. Return must be accompanied by register receipt, change of class sheet or withdrawal slip from Registrar's Office.
2. Books must be in absolutely new condition.
3. Any mark or name in a book makes it a used book, and only 50% of the new price will be paid.
4. Returns for full credit are allowed within the first three weeks of each semester. After three weeks, the book will be bought back at the Used Book Company price.
5. Used books are bought back during the school year except the first two weeks of the Fall and Spring semesters.

Business Office
Blasco Hall, ground floor, ext. 3700

Campus Security
Telephone 840-1815

1. Two campus buildings are open until 11 p.m. with staff and phone access: Marian Center and Hooley-Bundschu Library.
2. Evening Campus Security can be reached by calling 840-1815 and leaving a message describing the situation and your location. An officer will respond ASAP.
3. Avila security officers (Jackson County Deputy Sheriffs) are fully empowered to serve you and your security needs.
4. All campus crimes or incidents must be reported to the Assistant Dean for Student Affairs ext. 2228 or 2260.
5. In case of emergencies, never hesitate to call 911. Campus phones dial 9-911.

Computers for Student Use
Macintosh Computers
Library (see Library hours)
Rooms 104 and 105, O'Rielly Hall*

DOS/Windows Computers
Library (see Library hours)
Rooms 105 and 106, O'Rielly Hall*

Academic Computer Center Hours
O'Rielly Hall,* Rooms 104, 105, 106

Mon. - Thurs.	8 a.m. - 9:45 p.m.
Fri.	8 a.m. - 4:45 p.m.
Sat.	8:30 a.m. - 5 p.m.

* O'Rielly computer labs are open only when classes are in session during Fall semester.

Dining Hall & Snack Bar
All students and visitors are invited to eat in Avila's dining hall or snack bar in Marian Center.

Dining Hall (Upper Marian Center)

M – F	7:30 - 9 a.m.	Breakfast
M – F	11:30 a.m. - 1 p.m.	Lunch
M – Th	5 - 6:15 p.m.	Dinner
F	5 - 6 p.m.	Dinner
Sat.	8 - 9 a.m.	Breakfast
	12 - 1 p.m.	Lunch
	5 - 6 p.m.	Dinner
Sun.	8 - 9 a.m.	Continental Breakfast
	11:30 a.m. - 1 p.m.	Brunch
	5 - 6 p.m.	Dinner

Snack Bar
(Lower Marian Center)

Mon. - Thurs.	7:30 a.m. - 8 p.m.
Fri.	7:30 a.m. - 2 p.m.

Financial Aid
Blasco Hall, upper floor, ext. 3600

Library
Hooley-Bundschu Library, ext. 2221. Students are invited to visit the library's web page at: www.avila.edu/hb/bibindex.htm.

Hours for Fall 1998

Mon. - Thurs.	8 a.m. - 11 p.m.
Fri.	8 a.m. - 6 p.m.
Sat.	11 a.m. - 6 p.m.
Sun.	3 - 11 p.m.

Registrar
Blasco Hall, upper floor, ext. 2210

Residence Life
Marian Center, ext. 2260

Student Affairs
Avila is as rewarding outside the classroom as inside. Avila's Student Affairs Division enhances the academic experience through a variety of offices, programs and services. For further information, call the extension listed for each program.

Athletic Program
Avila offers intercollegiate competition for women in volleyball, soccer, basketball and softball; and for men in soccer, basketball and baseball. Additionally, a spirit squad is sponsored. The Eagles belong to the Midlands Collegiate Athletic Conference and are assigned to the Great Plains Region of the National Association of Intercollegiate Athletics (NAIA). Avila students, faculty and staff receive free admission to all home athletic contests. For assistance, call ext. 2234.

Campus Ministry Program
This program views the development and exploration of spiritual values as an important part of the total experience at Avila and sponsors activities such as liturgical celebrations, interfaith services, social justice awareness, volunteer services, scripture and prayer groups, retreat experiences, and individual counseling and spiritual direction. All members of the Avila community are invited to participate in campus ministry programs regardless of religious preference. Call ext. 2423.

Career Services
Among the services provided are off-campus job postings, job vacancy notices, interest inventories and career-related personality assessments, selection of college major and career, annual Employer Fair and Interview Days, computer-based career exploration program, newsletters, as well as assistance with resumes, cover letters, job search strategies and contacts and interview skills. Call ext. 2266 for an appointment.

Child Care Center
Hours are Monday through Friday from 7:30 a.m. - 5:30 p.m. The center, located in Hodes Education Center, Room 719, serves children ages two and a half through six (must be toilet trained). Cost is $2 per hour per child, $1.50 for each additional child per family. Days of service closely coincide with the Academic Calendar for both Fall and Spring semesters. For information, call ext. 2268 or 2276.

College Skills Coordinator
To ensure student success, Avila encourages students to meet with the College Skills Coordinator for support and advice on how to increase academic success. Together they explore issues such as time management, note and test taking, study strategies and others. Call the Student Resource Center at ext. 2266.

Counselor, Licensed Personal
Located in lower Blasco Hall in the Student Resource Center, a licensed counselor provides assessments, personal counseling and referrals for current Avila students free of charge. Schedule appointments by calling the Student Resource Center at ext. 2266.

disAbled Student Services
Avila welcomes students with physical or mental challenges who can be successful learners and contributors to the college community. To apply for accommodation in your learning environment (curricular or co-curricular), please complete a Request for Accommodation Form, available from the New Student Development Office in Marian Center. The Vice President and Dean for Student Affairs welcomes questions, issues or concerns. Call ext. 2227.

Health and Child Services
Located in lower Carondelet Hall and accessible through the tunnel from Marian Center, the nurse-directed health center is staffed by a registered nurse and offers free health services to students, including minor illness/injury assessment and treatment, referrals to health care agencies or providers, student health insurance information and health counseling either on an individual basis or through group programs. Information about the Child Care Center and Montessori School is also available from this office. Call ext. 2268.

Montessori School
Located in Hodes Education Center, Rooms 715-716, the school provides schooling for children ages 3 - 6, including kindergarten. Options are available in both full- and half-day sessions, between the hours of 9 a.m. - 3 p.m. Sessions are taught by certified Montessori teachers. Days of service closely coincide with the Academic Calendar for Fall and Spring semesters. Before and after school care is available through Avila Child Care Center. For information, call ext. 2268 or 2276.

New Student Orientation
Orientation is held prior to the start of the Fall and Spring semesters and gives students a chance to learn about Avila. Students will also have the opportunity to meet and interact with other new Avila students, faculty and staff. Information regarding specific dates and times for New Student Orientation will be sent prior to the start of a student's first semester at Avila. For assistance, call ext. 2354.

Residence Life Program
This program enables students to join a special "community of learners." Residential facilities consist of two modern air-conditioned residence halls. Each hall has twin bedrooms for 126 students, lounge facilities, study areas, cable T.V., kitchenettes, personal computers and a baby grand piano. For assistance, call ext. 2260.

Student Identification Card
Full-time students need to obtain photo i.d. cards from the Student Life Office in Marian Center during the first month of classes. Part-time students can obtain photo i.d. cards from the Student Life Office during the first month of classes or get non-photo i.d. cards at any time during the semester from either the Student Life Office or the Business Office. Student photo i.d. cards can be revalidated each semester in the Student Life Office or the Business Office.

Student Life Handbook
The handbook is the source for all service, activity opportunities and policy statements. The Student Code of Conduct that governs all student behavior should be read by each applicant to the College. Handbooks are available from the Student Affairs and Student Life Offices in Marian Center. For assistance, call ext. 2260.

Student Life Office
Avila supports over 20 organizations that sponsor activities such as social events, entertainment, speakers, trips, recreation, films, academic-related clubs, college newspaper and student government. Call ext. 2260.

Student Resource Center (SRC)
The Student Resource Center offers career services as well as assistance with "major" selection, personal counseling, English as a Second Language, academic success counseling, and peer tutoring. Hours Monday through Friday, 8 a.m. - 5 p.m., Wednesdays 8 a.m. - 6:15 p.m. and by appointment. Located in Lower Blasco Hall. Call ext. 2266. Internet: SRC@mail.Avila.edu

Tutors
The Student Resource Center provides peer tutoring in math, chemistry, English and writing. To schedule at appointment, stop by the SRC in lower Blasco or call ext. 2266. (Peer tutoring in other subject areas is provided directly through academic departments.)

Wellness, Recreation and Intramural
Available to all students, faculty and staff of Avila. Programming is designed to promote wellness and physical fitness. Programs offered include wellness forums, classes and activities, informal recreation, and intramural competition. For assistance, call ext. 2268.

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
Accounting			
AC 201 10	Principles Of Accounting I T R 11:00 AM - 12:15 PM	3.00 Bonnie Givens	Y WHI 507
AC 201 20	Principles Of Accounting I T 6:00 PM - 8:40 PM	3.00 Doris Frede	Y WHI 505
AC 250 20	Accounting Issues T 6:00 PM - 8:40 PM	3.00 Bonnie Givens	Y WHI 507
AC 355 20	Cost Accounting W 6:00 PM - 8:40 PM	3.00 Doris Frede	Y WHI 507
AC 361 20	Intermediate Accounting I M 6:00 PM - 8:40 PM	3.00 Doris Frede	Y WHI 505
AC 451C 10	Tax Accounting I T R 11:00 AM - 12:15 AM	3.00 Doris Frede	Y WHI 508
AC 460 20	Advanced Accounting M 6:00 PM - 8:40 PM	3.00 Bonnie Givens	Y WHI 507
Anthropology			
AN*WS 315 40	Women in Other Cultures F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/18-19, 10/23-24, 11/20-21	3.00 Dona Neuman	 ORI 212
Art			
AR 110 20 Level II	Introduction To Art M W 6:00 PM - 7:15 PM	3.00 Lisa Sugimoto	$30 DAL 820
AR 111 10	Beginning Drawing T R 9:00 AM - 12:00 PM	3.00 Marci Aylward	 DAL 816
AR 117 10	Two-Dimensional Design M W 2:00 PM - 5:00 PM	3.00 Lisa Sugimoto	$20 DAL 817
AR 119 10	Three-Dimensional Design M W 10:00 AM - 1:00 PM	3.00 Lisa Sugimoto	$30 DAL 811
AR 181C 10 Level II	Survey Of Art I T R 12:00 PM - 1:15 PM	3.00 Sharyl Wright	 DAL 820
AR 221 20	Beginning Photography R 6:00 PM - 10:00 PM	3.00 Staff	$50 DAL 812
AR 271 20	Mac Desktop Publishing W 6:00 PM - 8:40 PM	3.00 Greg Manis	$25 ORI 104
AR 280 20	Mac Software: Photoshop T 6:00 PM - 8:40 PM	3.00 Jeremy Wilkinson	$25 ORI 104
AR 365 10	Watercolor T R 1:30 PM - 4:30 PM	3.00 Marci Aylward	Y $25 DAL 811
AR 447C 10	Publication Design M W 4:00 PM - 7:00 PM	3.00 Susan Lawlor	$50 DAL 817
AR 495 50	Internship	6.00 Susan Lawlor	Y ARR
Biology			
BI 110 10 Level II	Principles Of Biology W/lab T R 12:30 PM - 3:15 PM	4.00 Staff	$50 ORI 109
BI 111 10 Level II	General Biology W/lab M W F 11:00 AM - 11:50 AM * Must Choose A Lab	4.00 Greg Fitch	$50 ORI 207
BI 111 11	General Biology Lab #1 M 1:30 PM - 4:20 PM	0.00 Greg Fitch	 ORI 109
BI 111 12	General Biology Lab #2 W 1:30 PM - 4:20 PM	0.00 Greg Fitch	 ORI 109
BI 211 10	Zoology W/lab M W F 11:00 AM - 11:50 AM T R 8:00 AM - 9:15 AM	4.00 Robert Powell	Y $50 ORI 212 ORI 109
BI 221C 10 Level II	Human Physiology W/lab M W F 9:00 AM - 9:50 AM T 2:30 PM - 5:20 PM	4.00 Greg Fitch	Y $50 ORI 215
BI 250 10	General Microbiology W/lab M W F 11:00 AM - 11:50 AM * Must Choose A Lab	4.00 Steve Daggett	Y $50 ORI 206
BI 250 11	General Microbiology Lab #1 T 12:30 PM - 2:20 PM	0.00 Steve Daggett	Y ORI 214
BI 250 12	General Microbiology Lab #2 W 12:30 PM - 2:20 PM	0.00 Steve Daggett	Y ORI 214
BI 302 40	Biology Of Aging F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/25-26, 10/30-31	2.00 Staff	 ORI 204
BI 310 10	Evolution M W F 9:00 AM - 9:50 AM	3.00 Robert Powell	Y ORI 211
BI 320 10	Immunology W/lab T R 9:30 AM - 10:45 AM R 12:30 PM - 3:20 PM	4.00 Steve Daggett ORI 214	Y $50 ORI 212
BI 325 20	Pathological Physiology T R 6:00 PM - 7:40 PM	4.00 Elizabeth Evans	Y ORI 207
BI 390C 50	Directed Study: Biology Robert Powell	1.00 ARR	Y
BI 498C 10	Research And Seminar I F 12:30 PM - 1:20 PM	1.00 - 2.00 Steve Daggett	Y $50 ORI 212
Business			
BU 110C 10	Understanding Computers: WIN M W F 11:00 AM - 11:50 AM	3.00 Patrick Kopp	 ORI 102/106
BU 110C 11	Understanding Computers: WIN T R 9:30 AM - 10:45 AM	3.00 Patrick Kopp	 ORI 102/106
BU 110C 12	Understanding Computers: WIN M W 2:00 PM - 3:15 PM	3.00 Patrick Kopp	 ORI 102/106
BU 110C 20	Understanding Computers: WIN W 6:00 PM - 8:40 PM	3.00 Staff	 ORI 102/106
BU 305 10 Level II	Legal Aspects Business I T R 9:30 AM - 10:45 AM	3.00 Judy Gibbs	 WHI 508
BU 310 20	Marketing M 6:00 PM - 8:40 PM	3.00 Brian Buckler	Y ORI 204
BU 313 20	Promotion Strategy T 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 206
BU 321 10	Management M W 9:00 AM - 10:15 AM	3.00 A.J. Lutz	Y WHI 507
BU 322C 20	Organizational Behavior & Develop. T 6:00 PM - 8:40 PM	3.00 A.J. Lutz	Y BOR 401
BU 330C 10	Finance M W 12:30 PM - 1:45 PM	3.00 Robert Gay	Y WHI 508
BU 340C 10	Business Communication T R 8:00 AM - 9:15 AM	3.00 Donna Hetler	Y WHI 508
BU 415C 10	Marketing Policy M W 10:30 AM - 11:45 AM	3.00 A.J. Lutz	Y WHI 506
BU 417 20	Marketing Research R 6:00 PM - 8:40 PM	3.00 Brian Buckler	Y BOR 420

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
BU 419C 10	Marketing: Current Issues M W 12:30 PM - 1:45 PM	3.00 Brian Buckler	Y WHI 507
BU 490 50	Directed Study: Business	1.00 - 6.00 Staff	 ARR
BU 495 50	Business Internship	1.00 - 6.00 Staff	 ARR
BU 499C 20	Business Policy W 6:00 PM - 8:40 PM	3.00 Roy Horton	Y WHI 505
Graduate Courses for Master of Business Administration (MBA)			
AC 650 25	Managerial Accounting M 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 205
AC 690 50	Directed Study: Accounting	1.00 - 6.00 Staff	 ARR
AC 698 50	Accounting Research	1.00 - 6.00 Staff	 ARR
BU 505 25	Business Legislation T 6:00 PM - 8:40 PM	3.00 Judy Gibbs	 ORI 204
BU 613 25	Promotion Management M 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 207
BU 615 25	Marketing Strategy T 6:00 PM - 8:40 PM	3.00 Brian Buckler	Y BOR 403
BU 621 25	Management Processes R 6:00 PM - 8:40 PM	3.00 Staff	 BOR 403
BU 622 25	Organizational Behavior & Develop. M 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 206
BU 630 25	Financial Management I T 6:00 PM - 8:40 PM	3.00 Robert Gay	Y BOR 420
BU 635 25	Financial Management II M 6:00 PM - 8:40 PM	3.00 Robert Gay	Y ORI 212
BU 638 25	Financial Markets & Instruments W 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 204
BU 672 25	Economic & Political Context HC M 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 402
BU 680 25	MIS Sp Topic: Man It Communs M 6:00 PM - 8:40 PM	3.00 Staff	 ORI 203
BU 690 50	Directed Study: Business	3.00 Staff	 ARR
BU 698 50	Business Research	3.00 Staff	 ARR
BU 699 25	Organizational Policy & Strategies R 6:00 PM - 8:40 PM	3.00 Roy Horton	Y BOR 402
EC 501 25	Economic Concepts R 6:00 PM - 8:40 PM	3.00 Richard Woodall	 WHI 507
EC 540 25	Statistical Analysis W 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 403
EC 612 25	Managerial Economics M 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 403
EC 682 20	International Economics T 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 424
EC 690 50	Directed Study: Economics	3.00 Staff	 ARR
EC 698 50	Economic Research	3.00 Staff	 ARR

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
Chemistry			
CH 115 10 Level II	Molecules That Matter W/lab M W F 9:00 AM - 9:50 AM W 1:30 PM - 3:20 PM	4.00 Linda Cleveland	$50 ORI 212 ORI 216
CH 131 10 Level II	General Chemistry I W/lab T R 8:00 AM - 9:15 AM T 12:30 PM - 3:20 PM	4.00 Larry Sullivan	Y $50 ORI 212 ORI 216
CH 131 11 Level II	General Chemistry I W/lab M W F 8:00 AM - 8:50 AM R 12:30 PM - 3:20 PM	4.00 Mark Seelbinder	Y $50 ORI 212 ORI 213
CH 216 10	Organic Chemistry I W/lab M W F 10:00 AM - 10:50 AM R 12:30 PM - 5:00 PM	5.00 Linda Cleveland	Y $50 ORI 212 ORI 216
CH 221 10	Quantitative Analysis W/lab M W F 10:00 AM - 10:50 AM W 12:30 PM - 5:20 PM Recitation section is to be arranged.	5.00 Mark Seelbinder	Y $50 ORI 207 ORI 213
CH 341C 10	Biochemistry I T R 11:00 AM - 12:15 PM	3.00 Linda Cleveland	Y ORI 211
CH 497 50	Chemistry Seminar	1.00 Larry Sullivan	Y ARR
CH 498C 10	Research & Seminar I F 12:30 PM - 1:20 PM	1.00 - 2.00 Steve Daggett	Y ORI 212
Communication			
CO 110 10 Level I	Fundamentals Of Communication T R 9:30 AM - 10:45 AM	3.00 Staff	 DAL 820
CO 110 11 Level I	Fundamentals Of Communication T R 1:00 PM - 2:15 PM	3.00 Steve Iliff	 WHI 507
CO 110 12 Level I	Fundamentals Of Communication M W 10:30 AM - 11:45 AM	3.00 Staff	 DAL 820
CO 110 13 Level I	Fundamentals Of Communication M W 2:00 PM - 3:15 PM	3.00 Staff	 DAL 820
CO 110 40 Level I	Fundamentals Of Communication F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/2-3, 11/6-7, 11/20-21	3.00 Steve Iliff	 DAL 820
CO 125C 10	Introduction to Journalism M W 10:30 AM - 11:45 AM	3.00 John Minnick	Y ORI 104
CO 182 10	Survey Of Film II F 10:00 AM - 12:40 PM	3.00 Ben Meade	$20 DAL 800
CO 212C 10 Level II	Conflict Resolution T R 9:30 AM - 10:45 AM	3.00 Steve Iliff	 DAL 800
CO 223 20	Introduction To Media Production R 6:00 PM - 8:40 PM	3.00 Staff	$40 DAL 800
CO 225C 10 Level II	Mass Media & Society T R 8:00 AM - 9:15 AM	3.00 Jim Flink	 DAL 800
CO 235 10	Principles Of Advertising M W 3:30 PM - 4:45 PM	3.00 Arthur Parks	 DAL 800
CO 317 20	Promotional Writing T 6:00 PM - 8:40 PM	3.00 Staff	 DAL 820
CO 327 10	Video Production T 1:00 PM - 3:40 PM	3.00 Ben Meade	$40 DAL 800
CO 380 40	How Winning Ad Camp. Are Built F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/2-3	1.00 Karl Yehle	 DAL 800

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Locotion
CO 380 41	Horror Film F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/30-31	1.00 Ben Meade	$10 DAL 800
CO 380 42	Cultural Diversity F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 12/4-5	1.00 Staff	 DAL 800
CO*WS 383 40	Women & Media F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/11-12, 10/9-10, 11/6-7	3.00 Dotty Hamilton	$15 DAL 800
CO 385 50	Journalism Practicum	1.00 John Minnick	Y ARR
CO 391C 20	Communication Theory M 6:00 PM - 8:40 PM	3.00 Steve Iliff	Y DAL 800
CO 485 50	Journalism Practicum	3.00 John Minnick	Y ARR
CO 485 51	Video Practicum	3.00 Ben Meade	Y $20 ARR
CO 495 50	Internship	3.00 Dotty Hamilton	Y ARR
Computer Science			
CS 108 40	Introduction To Mac Computer F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/25-26	1.00 Staff	 ORI 102/104
CS 110C 10	Understanding Computers: WIN M W F 11:00 AM - 11:50 AM	3.00 Patrick Kopp	 ORI 103/106
CS 110C 11	Understanding Computers: WIN T R 9:30 AM - 10:45 AM	3.00 Patrick Kopp	 ORI 102/106
CS 110C 12	Understanding Computers: WIN M W 2:00 PM - 3:15 PM	3.00 Patrick Kopp	 ORI 102/106
CS 110C 20	Understanding Computers: WIN W 6:00 PM - 8:40 PM	3.00 Staff	 ORI 102/106
CS 150 20	Pascal Programming T 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 102/106
CS 160 20	Visual Basic R 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 103/106
CS 180 40	Surfing The Net F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/23-24	1.00 Staff	 ORI 102/106
CS 180 41	Introduction To PC F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 12/4-5	1.00 Staff	 ORI 102/106
CS 230 20	Cobol Programming I M 6:00 PM - 8:40 PM	3.00 Patrick Kopp	Y ORI 103/106
CS 271 20	Mac Desktop Publishing W 6:00 PM - 8:40 PM	3.00 Greg Manis	$25 ORI 104
CS 280 20	Mac Software: Photoshop T 6:00 PM - 8:40 PM	3.00 Jeremy Wilkinson	$25 ORI 104
CS 380 20	Networking T 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 103/106

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Locotion
Economics			
EC 201C 10 Level II	Principles Of Economics I M W 9:00 AM - 10:15 AM	3.00 John Shoenhair	Y WHI 508
EC 202C 20	Principles Of Economics II R 6:00 PM - 8:40 PM Staff	3.00 ORI 212	Y
EC 240 10	Statistical Analysis M W 10:30 AM - 11:45 AM	3.00 John Shoenhair	Y WHI 508
EC 241 20	Quantitative Analysis W 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 212
EC 361 20	Money & Banking T 6:00 PM - 8:40 PM	3.00 John Shoenhair	Y ORI 212
EC 382 20	International Economics T 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 424
EC 490 50	Directed Studies: Economics	1.00 - 6.00 Staff	 ARR
Education			
ED 101 10	Strategies For Academic Success M W 3:30 PM - 4:45 PM	3.00 Sue Franklin	 ORI 206
ED 101 11	Strategies For Academic Success T R 1:00 PM - 2:15 PM	3.00 Sue Franklin	 ORI 206
ED 185 10	Practicum T 4:30 PM - 5:45 PM Requires one day each week for classroom observation.	3.00 Ann West	 BOR 423
ED 205 10	Creative Activities T R 1:00 PM - 2:15 PM	3.00 George Chrisman	 HOD 704
ED 212 20	PE/Health Education W 6:00 PM - 8:40 PM	3.00 Stephen Sitler	 BOR 420
ED 225 30	Educational Psychology S 8:30 AM - 3:00 PM 9/19, 10/3, 10/24, 11/7, 11/21, 12/5	3.00 Staff	 ORI 211
ED 230C 10	Children's Literature T R 8:00 AM - 9:15 AM	3.00 Staff	 HOD 704
ED 235 10	Psych Of The Exceptional Child F 10:00 AM - 12:40 PM	3.00 Staff	 BOR 424
ED 245 10	Tests And Measurements M W 12:30 PM - 1:45 PM	3.00 Staff	 DAL 800
ED 287C 10	Educational Foundations M W 9:00 AM - 10:15 AM	3.00 Reulan Levin	Y DAL 820
ED 287C 20	Educational Foundations M 6:00 PM - 8:40 PM	3.00 Reulan Levin	Y BOR 401
ED 310 10	General Methods: Elementary M W 10:30 AM - 11:45 AM	4.00 Laura Sloan	Y HOD 704
ED 312 10	Teaching At Middle School Level R 4:00 PM - 6:40 PM	3.00 Reulan Levin	Y ORI 205
ED 315 10	General Methods: Secondary M W 10:30 AM - 11:45 AM	4.00 Karen Garber	Y WHI 507
ED 320 40	Microcomputers In Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 09/11-12, 10/9-10, 11/6-7	3.00 Staff	Y ORI102/106/104
ED 327C 10	Reading/Language Arts M W 2:00 PM - 3:15 PM R 2:30 PM - 4:30 PM	5.00 Sue Ellen McCalley	 WHI 506

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Locotion	Fee
ED 337 10	General Methods II T R 11:00 AM - 12:15 PM Must attend one weekend: 09/18-19 or 11/13-14 F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	4.00 Staff	Y BOR 420 ORI 207	
ED 340 20	Elementary Science Methods M 6:00 PM - 7:40 PM	2.00 Susan Zammar	Y BOR 420	
ED 350 10	Intro Cross-Categorical Special Ed M W 9:00 AM - 10:15 AM Must attend weekend of 10/9-10 F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	4.00 Sue Ellen McCalley	DAL 800 ORI 211	
ED 366 40	Parent Conferencing: Secondary F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/23-24	1.00 Staff	ORI 206	
ED 370 10	Assess/Remediation Reading Prob. M W 2:00 PM - 3:15 PM Must Be Taken Concurrently With ED 385	3.00 Karen Garber	Y HOD 704	
ED 375 10	Reading In The Content Area T R 11:00 AM - 12:15 PM	3.00 Karen Garber	Y HOD 704	
ED 377 40	Adolescent Literature F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/9-10	1.00 Staff	Y ORI 212	
ED 385 10	Reading Practicum T 3:00 PM - 5:00 PM	2.00 Karen Garber	Y WHI 508	
ED 417 10	Behavior Management: Elementary M W 3:30 PM - 4:45 PM	3.00 Staff	BOR 424	
ED 419 10	Behavior Management: Secondary M W 3:30 PM - 4:45 PM	3.00 Staff	BOR 424	
ED 453 10	Middle School Teacher Skills M W 3:30 PM - 4:45 PM	3.00 Reulan Levin	Y BOR 423	
ED 455 50	Special Methods: Art Elementary	2.00 Staff	ARR	
ED 455 51	Special Methods: Art Secondary	2.00 George Chrisman	ARR	
ED 455 52	Special Methods: Biology	2.00 Staff	ARR	
ED 455 53	Special Methods: Business	2.00 Layne Funk	ARR	
ED 455 54	Special Methods: English	2.00 Judith Roberts	ARR	
ED 455 55	Special Methods: Social Studies	2.00 Reulan Levin	ARR	
ED 455 56	Special Methods: Math	2.00 Staff	ARR	
ALL SECTIONS OF STUDENT TEACHING MUST ATTEND THE FOLLOWING:				
	R 4:30 PM - 6:00 PM 8/27, 11/19 R 8:00 AM - 3:00 PM 10/22		BOR 424 WHI Center	
ED 495C 10	Student Teaching: Elementary (One Placement: 10 Weeks)	8.00 Laura Sloan	Y	$100
ED 495C 11	Student Teaching: Secondary (One Placement: 10 Weeks)	8.00 Laura Sloan	Y	$100
ED 495C 12	Student Teaching: Elementary (Two Placements: 8 Weeks)	8.00 Laura Sloan	Y	$82
ED 495C 13	Student Teaching: Secondary (Two Placements: 8 Weeks)	8.00 Laura Sloan	Y	$82
ED 495C 14	Student Teaching: BD (Two Placements: 8 Weeks)	8.00 Laura Sloan	Y	$82
ED 495C 15	Student Teaching: LD (Two Placements: 8 Weeks)	8.00 Laura Sloan	Y	$82
ED 495C 16	Student Teaching: MH (Two Placements: 8 Weeks)	8.00 Laura Sloan	Y	$82
ED 495C 17	Student Teaching: Elementary (One Placement: 12 Weeks)	10.00 Laura Sloan	Y	$120
ED 495C 18	Student Teaching: Secondary (One Placement: 12 Weeks)	10.00 Laura Sloan	Y	$120

Graduate Courses in Education

ED 517 10	Behavior Management: Elementary M W 3:30 PM - 4:45 PM	3.00 Staff	BOR 424	
ED 519 10	Behavior Management: Secondary M W 3:30 PM - 4:45 PM	3.00 Staff	BOR 424	
ED 520 40	Microcomputers In Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 09/11-12, 10/9-10, 11/6-7	3.00 Staff	ORI 102/106/104	
ED 605 10	History & Philosophy Of Education T 4:00 PM - 6:30 PM	3.00 Jim Haas	ORI 203	
ED 612 20	Measurement And Assessment T 7:00 PM - 9:30 PM	3.00 Staff	ORI 203	
ED 615 10	Learning And Motivation T 4:00 PM - 6:30 PM	3.00 Sue Ellen McCalley	ORI 202	
ED 630 20	Advanced Curriculum Development T 7:00 PM - 9:30 PM	3.00 Reulan Levin	ORI 202	
ED 635 20	Individual Intelligence Assessment T 6:00 PM - 8:40 PM	3.00 Michelle Moriarty	HOD 704	$50
ED 675 10	Reading In The Content Area T R 11:00 AM - 12:15 PM	3.00 Karen Garber	HOD 704	
ED 680 40	Tools & Strategies For Research F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/18-19	1.00 Kathleen Finegan	ORI 204	

English as a Second Language

EL 041 50	Grammar And Writing	3.00 Staff	Y ARR	
EL 051 50	Speaking And Reading	3.00 Staff	Y ARR	
EL 061 10	Speaking And Listening M W F 11:00 AM - 11:50 AM T R 11:00 AM - 12:15 PM	3.00 Staff	Y BOR 401 WHI 505	
EL 062 10	Speaking And Listening M W F 11:00 AM - 11:50 AM T R 11:00 AM - 12:15 PM	3.00 Staff	Y ORI 202 ORI 203	
EL 063 10	Speaking And Listening M W F 11:00 AM - 11:50 AM T R 11:00 AM - 12:15 PM	3.00 Staff	Y ORI 201 ORI 103	
EL 071 10	Reading And Vocabulary M W 12:30 PM - 1:45 PM T R F 1:00 PM - 2:15 PM	3.00 Staff	Y ORI 203	

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
EL 072 10	Reading And Vocabulary M W 12:30 PM - 1:45 PM T RF 1:00 PM - 2:15 PM	3.00 Staff	Y ORI 103
EL 073 10	Reading And Vocabulary M W 12:30 PM - 1:45 PM T R F 1:00 PM - 2:15 PM	3.00 Staff	Y WHI 505
EL 081 10	Grammar M W F 9:00 AM - 9:50 AM T 9:30 AM - 10:45 AM	3.00 Staff	Y ORI 103
EL 082 10	Grammar M W F 9:00 AM - 9:50 AM T 9:30 AM - 10:45 AM	3.00 Staff	Y BOR 402 ORI 201
EL 091 10	Writing M W F 10:00 AM - 10:50 AM R 9:30 AM - 10:45 AM	3.00 Staff	Y ORI 201
EL 092 10	Writing M W F 10:00 AM - 10:50 AM R 9:30 AM - 10:45 AM	3.00 Staff ORI 203	Y ORI 103
EL 093 10	Writing M W F 10:00 AM - 10:50 AM R 9:30 AM - 10:45 AM	3.00 Staff	Y TBA
English			
EN 095 10	Fundamentals Of Writing M W F 8:00 AM - 8:50 AM	3.00 Staff	 BOR 401
EN 111 10 Level I	Composition I: Windows M W 9:00 AM - 10:15 AM	3.00 Staff	Y ORI 206/106
EN 111 11 Level I	Composition I: Windows T R 11:00 AM - 12:15 PM	3.00 Staff	Y ORI 102/106
EN 111 12 Level I	Composition I: Windows T R 8:00 AM - 9:15 AM	3.00 Staff	Y ORI 206/106
EN 111 20 Level I	Composition I R 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 102
EN 112 10 Level I	Composition II M W 10:30 AM - 11:45 AM	3.00 Staff	Y ORI 203
EN 112 11 Level I	Composition II T R 11:00 AM - 12:15 PM	3.00 Staff	Y BOR 402
EN 242C 10	American Writers II M W 10:30 AM - 11:45 AM	3.00 Mary Scott	 BOR 402
EN 261C 10 Level II	The Short Story M W 9:00 AM - 10:15 AM	3.00 Mary Scott	 BOR 420
EN 261C 20 Level II	The Short Story R 6:00 PM - 8:40 PM	3.00 Staff	 BOR 424
EN 271C 10 Level II	African-American Literature T R 4:00 PM - 5:15 PM	3.00 Stanley Banks	 BOR 402
EN*WS 275C 10 Level II	Women And Literature T R 9:30 AM - 10:45 AM	3.00 Nancy Cervetti	 BOR 401
EN 361 10	History Of The English Language M W 2:00 PM - 3:15 PM	3.00 Mary Scott	Y BOR 402
EN 377 40	Adolescent Literature F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/9-10	1.00 Staff	Y ORI 212
EN 421 10	Romantic Literature T R 1:00 PM - 2:15 PM	3.00 Nancy Cervetti	Y BOR 401
EN 499C 10	Senior Seminar F 10:00 AM - 12:40 PM	3.00 Nancy Cervetti	Y BOR 402
Freshman Seminar			
FS 101 10	Freshman Seminar M W 12:30 PM - 1:20 PM	3.00 Staff	 TBA
Geography			
GG 101 10	World Geography T R 8:00 AM - 9:15 AM	3.00 Robert Pinkerton	 ORI 207
Gerontological Study			
GS 302 40	Biology of Aging F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/25-26, 10/30-31	2.00 Staff	 ORI 204
GS 302 41	Abuse and Neglect of the Aged F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/2-3	1.00 Linda Nelson	 ORI 204
GS 302 42	Communication with the Aged F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/23-24	1.00 Linda Nelson	 ORI 204
GS 302 43	Caretaker Issues F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 11/13-14	1.00 Linda Nelson	 ORI 204
History			
HI IIIC 10 Level II	World Civilizations I T R 11:00 AM - 12:15 PM	3.00 Jeffrey Myers	 ORI 202
HI 111C 20 Level II	World Civilizations I W 6:00 PM - 8:40 PM	3.00 Jeffrey Myers	 ORI 207
HI 121C 10 Level II	American Experience I T R 1:00 PM - 2:15 PM	3.00 Sherry Schirmer	 ORI 202
HI 121C 11 Level II	American Experience I T R 9:30 AM - 10:45 AM	3.00 Sherry Schirmer	 ORI 202
HI 280 40	Titanic F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/18-19	1.00 Jeffrey Myers	 ORI 202
HI 280 41	Historic Dracula F 6:00 AM - 10:00 PM S 8:30 AM - 5:00 PM 10/2-3	1.00 Jeffrey Myers	 ORI 202
HI 280 42	Knights And Chivalry F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 11/13-14	1.00 Jeffrey Myers	 ORI 202
HI 325 10	The US In War & Peace 1914-1945 M W 9:00 AM - 10:15 AM	3.00 Sherry Schirmer	 ORI 202
HI 361 10	Ancient Mysteries M W 12:30 PM - 1:45 PM	3.00 Jeffrey Myers	 ORI 202
Interdisciplinary Studies			
IS*TH 311C 20 Level III	Peace Studies R 6:00 PM - 8:40 PM	3.00 Steve Iliff Barbara Jennings	Y BOR 423
IS*PL 312 10 Level III	Bioethics M W 3:30 PM - 4:45 PM	3.00 Ruth Stuckel Steve Daggett	Y BOR 403
IS 318 10 Level III	The Mask M W 2:00 PM - 3:15 PM	3.00 Susan Lawlor Charlene Gould	Y $50 DAL 800/811

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
IS*TH 319 20 Level III	US Women, Religion & Community M 6:00 PM - 8:40 PM	3.00 Mary Hynes Carol Coburn	Y BOR 423
IS*WS 319 20 Level III	US Women, Religion & Community M 6:00 PM - 8:40 PM	3.00 Mary Hynes Carol Coburn	Y BOR 423
IS 321 10 Level III	Darwin & 19th Century Literature T R 11:00 AM - 12:15 PM	3.00 Robert Powell Nancy Cervetti	Y ORI 212
IS 325 10 Level III	Sects, Cults, Utopias F 10:00 AM - 12:40 PM	3.00 Dona Neuman Sherry Schirmer	Y ORI 211
IS*PS 327 10 Level III	Power & Powerlessness T 1:00 PM - 2:15 PM R 1:00 PM - 3:45 PM	3.00 John Theis Dona Neuman	Y ORI 211
IS 498 10 Level IV	Senior Exp: Liberation from Violence F 8:30 AM - 5:00 PM 10/16 Only	1.00 Staff	Y WHI Center
Legal Studies (Paralegal Program)			
LG 100C 20	Introduction To Paralegal R 6:00 PM - 8:40 PM	3.00 Staff	BOR 401
LG 340 20	Business Entities R 6:00 PM - 8:40 PM	3.00 Staff	ORI 202
LG 350 20	Wills, Trusts, Estates T 6:00 PM - 8:40 PM	3.00 Staff	BOR 423
LG 380 50	Paralegal Special Topics	1.00 - 3.00 Staff	ARR
LG 445 20	Environmental Law M 6:00 PM - 8:40 PM	3.00 Judy Gibbs	Y ORI 202
LG 495 50	Paralegal Internship	1.00 - 2.00 Judy Gibbs	ARR
Mathematics			
MA 095 10	Basic Algebra M W F 8:00 AM - 8:50 AM	3.00 Angela Metzger	ORI 102
MA 095 11	Basic Algebra M W F 9:00 AM - 9:50 AM	3.00 Angela Metzger	ORI 102
MA 095 20	Basic Algebra M W 6:00 PM - 7:15 PM	3.00 Beth Henkle	ORI 211
MA 115 10 Level I	Finite Mathematics M W 11:00 AM - 12:15 PM F 11:00 AM - 11:50 AM	4.00 Don Faurot	Y ORI 205
MA 120 10 Level I	College Algebra M W F 9:00 AM - 9:50 AM	3.00 Judy Munshower	Y ORI 205
MA 120 11 Level I	College Algebra T R 9:30 AM - 10:45 AM	3.00 Judy Munshower	Y ORI 205
MA 210 10 Level I	Calculus I M W F 9:00 AM - 9:50 AM T R 9:30 AM - 10:20 AM	5.00 Don Faurot	Y WHI 505
MA 235 10	Calculus III M T R F 11:00 AM - 11:50 AM	4.00 Judy Munshower	Y BOR 423
MA 305 10	Geometry: Elem. & Middle School T R 9:30 AM - 10:45 AM	3.00 Ann Tassone	Y HOD 704
MA 306 10	Methods In Math: Elem. & Middle M W F 9:00 AM - 9:50 AM	3.00 Ann Tassone	Y HOD 704
MA 320 10	Linear Algebra T R 1:00 PM - 2:15 PM	3.00 Don Faurot	Y ORI 102
MA 375 10	Mathematical Analysis M W 12:30 PM - 1:45 PM	3.00 Judy Munshower	Y ORI 207
Medical Technology			
MT 380 50	Topics Clinical Lab Science	1.00 - 3.00 Staff	Y ARR
MT 451 50	Phlebotomy/Patho Anatomy	1.00 Wendy Garcia	Y ARR
MT 452 10	Method Development & Evaluation M T W R F 8:00 AM - 1:00 PM	1.00 Sandy Schupbach	Y O/C
MT 453 10	Clinical Chemistry M T W R F7:00 AM - 3:30 PM	6.00 Julianne Drees	Y O/C
MT 454 10	Clinical Microbiology M T W R F 7:00 AM - 3:30 PM	8.00 Jan Goodwin	Y O/C
MT 455 10	Clinical Hematology M T W R F 7:00 AM - 3:30 PM	4.00 Evelyn Cruz-Puno	Y O/C
MT 456 10	Diagnostic Immunology M T W R F 7:00 AM - 3:30 PM	3.00 Cheryl Gerhardt	Y O/C
MT 457 10	Immunohematology I M T W R F 7:00 AM - 3:30 PM	3.00 Lisa Muha	Y O/C
MT 458 10	Hemostasis M T W R F 7:00 AM - 3:30 PM	1.00 Cheryl S. Johnson	Y O/C
MT 459 10	Urinalysis M T W R F 7:00 AM - 3:30 PM	1.00 Marsha Russ	Y O/C
MT 460 10	Immunohematology II M T W R F 7:00 AM - 3:30 PM	1.00 Mary Kawolski	Y O/C
MT 461 50	Medical Technology Seminar I	1.00 Elaine Hostetler	Y ARR
MT 462C 50	Medical Technology Seminar II	2.00 Elaine Hostetler	Y ARR
MT 463C 50	Medical Technology Seminar III	2.00 Elaine Hostetler	Y ARR
MT 485 50	Special Prac Clinical Lab Science	1.00 - 3.00 Staff	Y ARR
MT 487 50	Advance Prac Clinical Lab Science	1.00 - 3.00 Staff	Y ARR
Music			
MU 103 50	Music Fundamentals	1.00 Staff	ARR
MU 107 50	Introduction To Voice	1.00 Staff	ARR
MU 110C 10 Level II	Music Appreciation M W 9:00 AM - 10:15 AM	3.00 Staff	BOR 403
MU 110C 11 Level II	Music Appreciation T R 1:00 PM - 2:15 PM	3.00 Cynthia Hukill	BOR 403
MU 119 50	Beginning Guitar	1.00 Joseph English	$175 ARR
MU 151 10	College Choir T R 11:00 AM - 12:15 PM	1.00 John Rudzinski	BOR 318
MU 271 10	Music Theory I W/Lab M W F 11:00 AM - 11:50 AM T R 1:00 PM - 1:50 PM	4.00 Cynthia Hukill	Y BOR 307
MU 377 50	Analytical Techniques	3.00 Kelly Mahon	Y ARR

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Locotion
MU 383C 50	Music History I	3.00 Kelly Mahon	ARR
Natural Science			
NS 311C 10	History & Appreciation Nat Science T R 8:00 AM - 9:15 AM	3.00 Eric Anderson	Y ORI 211
NS 498C 10	Research & Seminar I F 12:30 PM - 1:20 PM	1.00 - 2.00 Steve Daggett	Y ORI 212
Nursing			
NU 451C 10	Nursing Concepts M 10:00 AM - 11:50 AM M 1:00 PM - 2:50 PM	4.00 Brenda Patzel	Y $25 BOR 423
NU 453 10	Health Assessment W 1:30 PM - 3:20 PM * Must Choose A Lab	3.00 Lonna Boen	Y BOR 423
NU 453 11	Health Assessment Lab 1 R 10:00 AM - 11:50 AM	0.00 Lonna Boen	Y $25 BOR 319
NU 453 12	Health Assessment Lab 2 R 1:00 PM - 2:50 PM	0.00 Lonna Boen	Y $25 BOR 319
NU 454C 10	Socialization Into Nursing W 9:00 AM - 11:50 AM	3.00 Michele Hinds	Y $25 BOR 424
NU 457 10	Patient Care Skills T F 8:00 AM - 9:50 AM	2.00 Staff	Y $25 BOR 423
NU 457 11	Patient Care Skills T F 10:30 AM - 12:20 PM	2.00 Staff	Y $25 BOR 423
NU 482C 10	Trends In Nursing M 1:00 PM - 2:50 PM	2.00 Susan Fetsch	$25 BOR 424
NU 474 10	Child Health Nursing M R 8:00 AM - 9:50 AM Clinical Dates And Times To Be Announced.	6.00 Staff	Y $65 BOR 424
NU 476 10	Major Health Problems I M R 10:00 AM - 11:50 AM Clinical Dates And Times To Be Announced.	6.00 Staff	Y $65 BOR 424
Physics			
PH 117 10 Level II	Physics Concepts W/lab M W 1:30 PM - 3:50 PM	4.00 Eric Anderson	Y $50 ORI 212/108
PH 231 10	General Physics I W/lab M W F 7:00 AM - 8:50 AM	5.00 Eric Anderson	Y $50 ORI 211/108
Philosophy			
PL 111C 10 Level II	Introduction To Philosophy M W 9:00 AM - 10:15 AM	3.00 Ruth Stuckel	BOR 401
PL 111C 11 Level II	Introduction To Philosophy T R 8:00 AM - 9:15 AM	3.00 Ruth Stuckel	BOR 403
PL 111C 12 Level II	Introduction To Philosophy T R 4:00 PM - 5:15 PM	3.00 Staff	BOR 403
PL 255C 10 Level II	Ethics T R 9:30 AM - 10:45 AM	3.00 Ruth Stuckel	BOR 403
PL 255C 40 Level II	Ethics F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/23-24, 11/13-14, 12/4-5	3.00 Tom Turner	ORI 205
PL*IS 312 10 Level III	Bioethics M W 3:30 PM - 4:45 PM	3.00 Ruth Stuckel Steve Daggett	Y BOR 403

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Locotion
Political Science			
PS 120 10 Level II	American National Government M W 9:00 AM - 10:15 AM	3.00 John Theis	ORI 204
PS 120 11 Level II	American National Government T R 11:00 AM - 12:15 AM	3.00 John Theis	ORI 206
PS 230 10	Quantitative Methods F 10:00 AM - 12:40 AM	3.00 Staff	ORI 204
PS 324 10	American Presidency M W 10:30 AM - 11:45 AM	3.00 John Theis	ORI 102
PS*IS 327 10 Level III	Power & Powerlessness T 1:00 PM - 2:15 PM R 1:00 PM - 3:45 PM	3.00 John Theis Dona Neuman	Y ORI 211
PS 332 10	Constitutional Law I M W F 8:00 AM - 8:50 AM	3.00 Derek Moorhead	ORI 202
PS 337 40	Sports Law F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 11/20-21	1.00 Derek Moorhead	ORI 206
PS 341 10	International Relations T R 9:30 AM - 10:45 AM	3.00 John Theis	ORI 207
PS 380 40	Drugs, Politics & Democracy F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/18-19	1.00 John Theis	ORI 205
PS 380 41	Politics Of The South F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/23-24	1.00 Kirk Rodden	ORI 212
PS 380 50	Mock Trials	1.00 Derek Moorhead	ARR
PS 397C 20	Research Methods R 6:00 PM - 8:40 PM	3.00 Staff	ORI 204
Psychology			
PY 101C 00 Level II	General Psychology This is a telecourse. Dates and Times To Be Announced.	3.00 Staff	Telecourse TBA
PY 101C 10 Level II	General Psychology T R 9:30 AM - 10:45 AM	3.00 Frank Yeatman	ORI 206
PY 101C 11 Level II	General Psychology M W F 8:00 AM - 8:50 AM	3.00 Staff	ORI 206
PY 201 10	Theories Of Personality M W 9:00 AM - 10:15 AM	3.00 Staff	Y WHI 506
PY 203 10	Cognitive Psychology T R 2:30 PM - 3:45 PM	3.00 Cathy Bogart	Y HOD 704
PY 205 10	Human Growth And Development T R 4:00 PM - 5:15 PM	3.00 Staff	BOR 401
PY 220 10	Child And Adolescent Psychology T R 8:00 AM - 9:15 AM	3.00 Staff	Y BOR 401
PY 220 20	Child And Adolescent Psychology T 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 402
PY 225 30	Educational Psychology S 8:30 AM - 3:00 PM 9/19, 10/3, 10/24, 11/7, 11/21, 12/5	3.00 Staff	ORI 211
PY 230 10	Quantitative Methods F 10:00 AM - 12:40 PM	3.00 Staff	Y ORI 204

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Locotion
PY 235 10	Psych Of The Exceptional Child F 10:00 AM - 12:40 PM	3.00 Staff	 BOR 424
PY 310 10	Abnormal Psychology T R 1:00 PM - 2:15 PM	3.00 Stephen Sirridge	Y BOR 420
PY*WS 312 10	Psychology Of Women M W 12:30 PM - 1:45 PM	3.00 Cathy Bogart	 HOD 704
PY 316 10	Social Psychology T R 11:00 AM - 12:15 PM	3.00 Dona Neuman	Y ORI 205
PY 380 40	Special Topics: Domestic Violence F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/30-31	1.00 Sandra Gray	Y ORI 211
PY 382 10	Clinical Psychology T R 9:30 AM - 10:45 AM	3.00 Staff	Y ORI 211
PY 390 50	Directed Study	1.00 - 3.00 Frank Yeatman	Y ARR
PY 390 51	Directed Study	1.00 - 3.00 Cathy Bogart	Y ARR
PY 390 52	Directed Study	1.00 - 3.00 Stephen Sirridge	Y ARR
PY 485 50	Practicum	1.00 - 3.00 Frank Yeatman	Y ARR
PY 485 51	Practicum	1.00 - 3.00 Cathy Bogart	Y ARR
PY 485 52	Practicum	1.00 - 3.00 Stephen Sirridge	Y ARR
PY 497C 10	Independent Research I W 1:00 PM - 1:50 PM	2.00 Frank Yeatman	Y HOD 711
PY 498C 10	Independent Research II W 1:00 PM - 1:50 PM	1.00 - 3.00 Frank Yeatman	Y HOD 711
Graduate Courses in Psychology			
PY 601 20	Statistics R 6:00 PM - 8:40 PM	3.00 Frank Yeatman	 ORI 206/106
PY 605 20	Theories And Methods Of Coun. M 6:00 PM - 8:40 PM	3.00 Frank Yeatman	 HOD 704
PY 610 20	Personality Development W 6:00 PM - 8:40 PM	3.00 Stephen Sirridge	 HOD 704
PY 635 20	Individual Intelligence Assessment T 6:00 PM - 8:40 PM	3.00 Michelle Moriarty	$50 HOD 704
PY 655 20	Advanced Social Psychology M 6:00 PM - 8:40 PM	3.00 Cathy Bogart	Y BOR 424
PY 680 40	Special Topics: Domestic Violence F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/30-31	1.00 Sandra Gray	 ORI 211
PY 685 10	Practicum R 4:00 PM - 5:50 PM	3.00 Cathy Bogart	Y BOR 420
PY 690 50	Directed Study	1.00 - 3.00 Frank Yeatman	Y ARR
PY 690 51	Directed Study	1.00 - 3.00 Cathy Bogart	Y ARR
PY 690 52	Directed Study	1.00 - 3.00 Stephen Sirridge	Y ARR
PY 695 10	Internship W 4:00 PM - 5:30 PM	1.00 - 5.00 Stephen Sirridge	Y HOD 704
Radiologic Technology			
RT 455 10	Radiologic Science II T R 12:30 PM - 1:45 PM	3.00 Carole Urbanski	Y ORI 111
RT 456 10	Radiologic Science III W 4:00 PM - 5:40 PM	2.00 Stephanie Whisler	Y ORI 111
RT 457 10	Radiologic Procedure III W/lab T R 2:30 PM - 3:45 PM * Must Choose A Lab	4.00 Carole Urbanski	Y ORI 111
RT 457 11	Radiologic Procedure III Lab #1 F 9:00 AM - 9:50 AM	0.00 Stephanie Whisler	Y ORI 111
RT 457 12	Radiologic Procedure III Lab #2 F 10:00 AM - 10:50 AM	0.00 Stephanie Whisler	Y ORI 111
RT 462 50	Clinical Education III	5.00 Stephanie Whisler	Y $25 ARR
RT 465 50	Clinical Education VI	5.00 Stephanie Whisler	Y $25 ARR
RT 467 10	Film Evaluation I F 11:00 AM - 11:50 AM	1.00 Stephanie Whisler	Y ORI 111
RT 469C 20	Cross-Sectional Anatomy W 6:00 PM - 7:40 PM	2.00 - 3.00 Stephanie Whisler	Y $25 ORI 111
RT 480 50	Special Procedures Topics	2.00 Carole Urbanski	Y ARR
RT 485 50	Teaching Practicum	2.00 Carole Urbanski	Y ARR
RT 486 50	Clinical Practicum	3.00 Stephanie Whisler	Y $25 ARR
RT 488 10	Rad Curriculum Review F 9:00 AM - 10:50 AM	2.00 Carole Urbanski	Y WHI 506
RT 490 50	Directed Studies: Rad Management	3.00 Carole Urbanski	Y ARR
RT 492 50	Ed Administration: Rad Tech	2.00 Carole Urbanski	Y ARR
RT 499C 50	Senior Capstone	1.00 Carole Urbanski	Y ARR
Sociology			
SO 101C 10 Level II	Introduction To Sociology M W 10:30 AM - 11:45 AM	3.00 Staff	 ORI 211
SO 101C 11 Level II	Introduction To Sociology T R 8:00 AM - 9:15 AM	3.00 Staff	 ORI 102
SO 211 10	Marriage & Family M W 2:00 PM - 3:15 PM	3.00 Dona Neuman	 ORI 204
SO 230 10	Quantitative Methods F 10:00 AM - 12:40 PM	3.00 Staff	Y ORI 204
SO 316 10	Social Psychology T R 11:00 AM - 12:15 PM	3.00 Dona Neuman	Y ORI 205
SO 320 10	Social Systems M W 9:00 AM - 10:15 AM	3.00 Dona Neuman	Y ORI 203
SO 360 10	Crime And Society T R 1:00 PM - 2:15 PM	3.00 Staff	 ORI 204
SO 380 50	DS: Self And Socialization	3.00 Dona Neuman	 ARR

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
SO 397C 20	Research Methods R 6:00 PM - 10:00 PM	3.00 Staff	Y ORI 204
SO 495 50	Practicum	3.00 Dona Neuman	Y ARR
SO 499C 50	Independent Research	3.00 Dona Neuman	Y ARR
Spanish			
SP 111 10	Spanish I M W F 8:00 AM - 8:50 AM	3.00 John Sanders	 ORI 207
SP 111 20	Spanish I T R 6:00 PM - 7:15 PM	3.00 John Sanders	 ORI 211
SP 112 10	Spanish II M W F 9:00 AM - 9:50 AM	3.00 John Sanders	 ORI 207
Social Work			
SW 201 10	Introduction To Social Work M W 12:30 PM - 1:20 PM	2.00 Roena Haynie	Y ORI 204
SW 280 50	Mini Agency Experience	1.00 Roena Haynie	 ARR
SW 302 41	Abuse and Neglect of the Aged F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 10/2-3	1.00 Linda Nelson	 ORI 204
SW 302 42	Communication with the Aged F 6:00 PM - 10:00 PM S8:30 AM - 5:00 PM 10/23-24	1.00 Linda Nelson	 ORI 204
SW 302 43	Caretaker Issues F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 11/13-14	1.00 Linda Nelson	 ORI 204
SW 311 40	Child Abuse & Neglect F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 8/21-22, 8/28-29, 9/11-12	3.00 Kim Anderson	 ORI 212
SW 397C 20	Research Methods R 6:00 PM - 10:00 PM	3.00 Staff	Y ORI 204
SW 451C 10	Human Behavior M W 10:30 AM - 11:45 AM	3.00 Kim Anderson	Y ORI 204
SW 462 10	Social Work Practice II T 9:00 AM - 12:00 PM T 11:00 AM - 12:00 PM	3.00 Staff	Y ORI 204 ORI 201
SW 495 50	Field Instruction I	5.00 Kim Anderson	Y ARR
SW 499C 10	Field Seminar R 3:00 PM - 5:00 PM	1.00 Kim Anderson	Y ORI 204
Theology			
TH*WS 111 10 Level II	Introduction To Theology M W 10:30 AM - 11:45 AM	3.00 Mary Hynes	 BOR 403
TH 113C 10 Level II	New Testament T R 11:00 AM - 12:15 PM	3.00 Staff	 BOR 401
TH 113C 20 Level II	New Testament W 6:00 PM - 8:40 PM	3.00 Staff	 BOR 423
TH 117 40 Level II	World Religions F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/11-12, 9/25-26, 10/9-10	3.00 Mary Hynes	 ORI 206
TH*WS 225 10 Level II	Catholicism M W 2:00 PM - 3:15 PM	3.00 Mary Hynes	 BOR 403
TH 227 10 Level II	Jesus The Christ M W F 8:00 AM - 8:50 AM	3.00 Staff	 BOR 402
TH 233 10 Level II	US Christian Heritage T R 2:30 PM - 3:45 PM	3.00 Staff	 BOR 420
TH*IS 311C 20 Level III	Peace Studies R 6:00 PM - 8:40 PM	3.00 Steve Iliff Barbara Jennings	Y BOR 423
TH*IS 319 20 Level III	US Women, Religion & Comm. M 6:00 PM - 8:40 PM	3.00 Mary Hynes Carol Coburn	Y BOR 423
Theater			
TR 211 10	Voice Diction/Accents M W F 9:00 AM - 9:50 AM	3.00 Elizabeth Robbins	 GOP
TR 223 10 Level II	History & Literature Of Theater I M W F 11:00 AM - 11:50 AM	3.00 Charlene Gould	 BOR 420
TR 251 10	Stagecraft T R 9:30 AM - 10:45 AM * Must Choose A Lab	4.00 Lori Whitsitt	 BOR 402
TR 251 11	Stagecraft Lab #1 T R 1:00 PM - 2:50 PM	0.00 Lori Whitsitt	 GOP
TR 251 12	Stagecraft Lab #2 T R 3:00 PM - 4:50 PM	0.00 Lori Whitsitt	 GOP
TR 271 10	Principles Of Acting M W F 10:00 AM - 10:50 AM	3.00 Elizabeth Robbins	 HOD 714
TR 281 10	Script Analysis/Directing Principle M W F 10:00 AM - 10:50 AM	3.00 Charlene Gould	Y BOR 318
TR 285 50	Theater Tech Practicum	1.00 Lori Whitsitt	Y ARR
TR 285 51	Costume Practicum	1.00 Lori Whitsitt	Y ARR
TR 285 52	Stage Management Practicum	1.00 Robert Foulk	Y ARR
TR 285 53	Theater Management Practicum	1.00 Charlene Gould	Y ARR
TR 285 54	Directing Practicum	1.00 Charlene Gould	Y ARR
TR 377 10	Auditioning Techniques M W 2:00 PM - 3:15 PM	3.00 Robert Foulk	Y BOR 318
TR 390 50	Directed Studies	3.00 Staff	Y ARR
TR 451 10	Scene Design Concepts T R 11:00 AM - 12:15 PM	3.00 Lori Whitsitt	Y BOR 403
TR 457 50	Advanced Design Project	2.00 Lori Whitsitt	Y ARR
TR 471 10	Acting Styles I: Classical M W 12:30 PM - 1:45 PM	3.00 Robert Foulk	Y HOD 714
TR 495 50	Internship	3.00 Staff	Y ARR
TR 499C 50	Senior Project	3.00 Staff	Y ARR

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Fee Location
Women's Studies			
WS*TH 111 10 Level II	Introduction To Theology M W 10:30 AM - 11:45 AM	3.00 Mary Hynes	BOR 403
WS*TH 225 10 Level II	Catholicism M W 2:00 PM - 3:15 PM	3.00 Mary Hynes	BOR 403
WS*EN 275C 10 Level II	Women & Literature T R 9:30 AM - 10:45 AM	3.00 Nancy Cervetti	BOR 401
WS*PY 312 10	Psychology Of Women M W 12:30 PM - 1:45 PM	3.00 Cathy Bogart	HOD 704
WS*AN 315 40	Women in Other Cultures F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/18-19, 10/23-24, 11/20-21	3.00 Dona Neuman	ORI 212
WS*IS 319 20 Level III	US Women, Religion & Comm. M 6:00 PM - 8:40 PM	3.00 Mary Hynes Carol Coburn	Y BOR 423
WS*CO 383 40	Women & Media F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM 9/11-12, 10/9-10, 11/6-7	3.00 Dotty Hamilton	DAL 800

Evening Courses

AC 201 20	Principles Of Accounting I T 6:00 PM - 8:40 PM	3.00 Doris Frede	Y WHI 505
AC 250 20	Accounting Issues T 6:00 PM - 8:40 PM	3.00 Bonnie Givens	Y WHI 507
AC 355 20	Cost Accounting W 6:00 PM - 8:40 PM	3.00 Doris Frede	Y WHI 507
AC 361 20	Intermediate Accounting I M 6:00 PM - 8:40 PM	3.00 Doris Frede	Y WHI 505
AC 460 20	Advanced Accounting M 6:00 PM - 8:40 PM	3.00 Bonnie Givens	Y WHI 507
AR 110 20 Level II	Introduction To Art M W 6:00 PM - 7:15 PM	3.00 Lisa Sugimoto	$30 DAL 820
AR 221 20	Beginning Photography R 6:00 PM - 10:00 PM	3.00 Staff	$50 DAL 812
AR 271 20	Mac Desktop Publishing W 6:00 PM - 8:40 PM	3.00 Greg Manis	$25 ORI 104
AR 280 20	Mac Software: Photoshop T 6:00 PM - 8:40 PM	3.00 Jeremy Wilkinson	$25 ORI 104
BI 325 20	Pathological Physiology T R 6:00 PM - 7:40 PM	4.00 Elizabeth Evans	Y ORI 207
BU 110C 20	Understanding Computers W 6:00 PM - 8:40 PM	3.00 Staff	ORI 102/106
BU 310 20	Marketing M 6:00 PM - 8:40 PM	3.00 Brian Buckler	Y ORI 204
BU 313 20	Promotion Strategy T 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 206
BU 322C 20	Organizational Behavior & Develop. T 6:00 PM - 8:40 PM	3.00 A.J. Lutz	Y BOR 401
BU 417 20	Marketing Research R 6:00 PM - 8:40 PM	3.00 Brian Buckler	Y BOR 420
BU 499C 20	Business Policy W 6:00 PM - 8:40 PM	3.00 Roy Horton	Y WHI 505
CO 223 20	Introduction To Media Production R 6:00 PM - 8:40 PM	3.00 Staff	$40 DAL 800
CO 317 20	Promotional Writing T 6:00 PM - 8:40 PM	3.00 Staff	DAL 820
CO 391C 20	Communication Theory M 6:00 PM - 8:40 PM	3.00 Steve Iliff	Y DAL 800
CS 110C 20	Understanding Computers W 6:00 PM - 8:40 PM	3.00 Staff	ORI 102/106
CS 150 20	Pascal Programming T 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 102/106
CS 160 20	Visual Basic R 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 103/106
CS 230 20	Cobol Programming I M 6:00 PM - 8:40 PM	3.00 Patrick Kopp	Y ORI 103/106
CS 271 20	Mac Desktop Publishing W 6:00 PM - 8:40 PM	3.00 Greg Manis	$25 ORI 104
CS 280 20	Mac Software: Photoshop T 6:00 PM - 8:40 PM	3.00 Jeremy Wilkinson	$25 ORI 104
CS 380 20	Networking T 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 103/106
EC 202C 20	Principles Of Economics II R 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 212
EC 241 20	Quantitative Analysis W 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 212
EC 361 20	Money & Banking T 6:00 PM - 8:40 PM	3.00 John Shoenhair	Y ORI 212
EC 382 20	International Economics T 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 424
ED 212 20	PE/Health Education W 6:00 PM - 8:40 PM	3.00 Stephen Sitler	BOR 420
ED 287C 20	Educational Foundations M 6:00 PM - 8:40 PM	3.00 Reulan Levin	Y BOR 401
ED 340 20	Elementary Science Methods M 6:00 PM - 7:40 PM	2.00 Susan Zammar	Y BOR 420
EN 111 20 Level I	Composition I R 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 102
EN 261C 20 Level II	The Short Story R 6:00 PM - 8:40 PM	3.00 Staff	BOR 424
HI 111C 20 Level II	World Civilization I W 6:00 PM - 8:40 PM	3.00 Jeffrey Myers	ORI 207
IS*TH 311C 20 Level III	Peace Studies R 6:00 PM - 8:40 PM	3.00 Steve Iliff Barbara Jennings	Y BOR 423
IS*TH 319 20 Level III	US Women, Religion & Community M 6:00 PM - 8:40 PM	3.00 Mary Hynes Carol Coburn	Y BOR 423
IS*WS 319 20 Level III	US Women, Religion & Community M 6:00 PM - 8:40 PM	3.00 Mary Hynes Carol Coburn	Y BOR 423
LG 100C 20	Introduction To Paralegal R 6:00 PM - 8:40 PM	3.00 Staff	BOR 401
LG 340 20	Business Entities R 6:00 PM - 8:40 PM	3.00 Staff	ORI 202

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
LG 350 20	Wills, Trusts, Estates T 6:00 PM - 8:40 PM	3.00 Staff	 BOR 423
LG 445 20	Environmental Law M 6:00 PM - 8:40 PM	3.00 Judy Gibbs	Y ORI 202
MA 095 20	Basic Algebra M W 6:00 PM - 7:15 PM	3.00 Beth Henkle	 ORI 211
PS 397C 20	Research Methods R 6:00 PM - 8:40 PM	3.00 Staff	 ORI 204
PY 220 20	Child And Adolescent Psychology T 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 402
RT 469C 20	Cross-Sectional Anatomy W 6:00 PM - 7:40 PM	1.00 - 2.00 Stephanie Whisler	Y $25 ORI 111
SO 397C 20	Research Methods R 6:00 PM - 10:00 PM	3.00 Staff	Y ORI 204
SP 111 20	Spanish I T R 6:00 PM - 7:15 PM	3.00 John Sanders	 ORI 211
SW 397C 20	Research Methods R 6:00 PM - 10:00 PM	3.00 Staff	Y ORI 204
TH 113C 20 Level II	New Testament W 6:00 PM - 8:40 PM	3.00 Staff	 BOR 423
TH*IS 311C 20 Level III	Peace Studies R 6:00 PM - 8:40 PM	3.00 Steve Iliff Barbara Jennings	Y BOR 423
TH*IS 319 20 Level III	US Women, Religion & Community M 6:00 PM - 8:40 PM	3.00 Mary Hynes Carol Coburn	Y BOR 423
WS*IS 319 20 Level III	US Women, Religion & Community M 6:00 PM - 8:40 PM	3.00 Mary Hynes Carol Coburn	Y BOR 423

Graduate Courses for Master of Business Administration (MBA)

AC 650 25	Managerial Accounting M 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 205
BU 505 25	Business Legislation T 6:00 PM - 8:40 PM	3.00 Judy Gibbs	 ORI 204
BU 613 25	Promotion Management M 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 207
BU 615 25	Marketing Strategy T 6:00 PM - 8:40 PM	3.00 Brian Buckler	Y BOR 403
BU 621 25	Management Processes R 6:00 PM - 8:40 PM	3.00 Staff	 BOR 403
BU 622 25	Organizational Behavior & Develop. M 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 206
BU 630 25	Financial Management I T 6:00 PM - 8:40 PM	3.00 Robert Gay	Y BOR 420
BU 635 25	Financial Management II M 6:00 PM - 8:40 PM	3.00 Robert Gay	Y ORI 212
BU 638 25	Financial Markets & Instruments W 6:00 PM - 8:40 PM	3.00 Staff	Y ORI 204
BU 672 25	Economic & Political Context Hc M 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 402
BU 680 25	MIS Sp Topic: Man It Commun. M 6:00 PM - 8:40 PM	3.00 Staff	 ORI 203
BU 699 25	Organizational Policy & Strategies R 6:00 PM - 8:40 PM	3.00 Roy Horton	Y BOR 402
EC 501 25	Economic Concepts R 6:00 PM - 8:40 PM	3.00 Richard Woodall	 WH1 507
EC 540 25	Statistical Analysis W 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 403
EC 612 25	Managerial Economics M 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 403
EC 682 20	International Economics T 6:00 PM - 8:40 PM	3.00 Staff	Y BOR 424

Graduate Courses in Education

ED 612 20	Measurement And Assessment T 7:00 PM - 9:30 PM	3.00 Staff	 ORI 203
ED 630 20	Advanced Curriculum Development T 7:00 PM - 9:30 PM	3.00 Reulan Levin	 ORI 202
ED 635 20	Individual Intelligence Assessment T 6:00 PM - 8:40 PM	3.00 Michelle Moriarty	$50 HOD 704

Graduate Courses in Psychology

PY 601 20	Statistics R 6:00 PM - 8:40 PM	3.00 Frank Yeatman	 ORI 206/106
PY 605 20	Theories & Methods Of Counseling M 6:00 PM - 8:40 PM	3.00 Frank Yeatman	 HOD 704
PY 610 20	Personality Development W 6:00 PM - 8:40 PM	3.00 Stephen Sirridge	 HOD 704
PY 635 20	Individual Intelligence Assessment T 6:00 PM - 8:40 PM	3.00 Michelle Moriarty	$50 HOD 704
PY 655 20	Advanced Social Psychology M 6:00 PM - 8:40 PM	3.00 Cathy Bogart	 BOR 424

Fall 1998 Saturday & Weekend Course Information

Saturday Courses

Saturday Course Policies

1. The closing dates for registration and withdrawal are found in the class listings. There is no late charge for adding a Saturday class.

2. If you take any session of the six-week courses and intend to secure student loans, you must apply by July 31, 1998.

3. If you withdraw from six-week classes, you are eligible for refunds under the following schedule:
   a. complete refund if the withdrawal takes place before the start of course.
   b. 50% refund if the withdrawal takes place after the 1st meeting of the class.
   c. no refund if the withdrawal takes place after the 2nd meeting of the class.

4. Deferred payment plans are available if you take the alternating six-week courses.

5. Students may withdraw from a six-week course with a grade of "W" up to and including the 4th meeting of the class.

Saturday/Evening Services

Students attending evening, weekend intensive and Saturday classes have a number of services available:

1. processing registration.

2. paying bills if students know their balances already (no cash).

3. obtaining various forms needed for academic purposes.

When classes are in session, the secretary is available on the 2nd floor of O'Rielly Hall.

M – TH	5 - 8:45 p.m.
F	5:30 - 10 p.m.
Sat.	8 a.m. - 5 p.m.

Weekend Intensive Courses

Weekend Intensive Course Policies

1. The closing date for registration in a weekend intensive course is one week prior to the beginning of the course. Exceptions to this policy are at the discretion of the academic department. There is no late charge for adding a weekend class.

2. You may withdraw from weekend intensive courses that meet one weekend any time prior to the beginning of the course.

3. You may withdraw from weekend intensive courses that meet on two or more weekends any time prior to the second weekend of the course.

4. If you are a part-time student and you withdraw from a weekend intensive course before the beginning of the course, you will receive full tuition reimbursement.

5. If you withdraw after the first weekend (for weekend classes of two or three credit hours) but before the second weekend of the course, you will receive 50% reimbursement for the course tuition.

6. If you are a full-time student and you withdraw from a weekend intensive course before it begins, you will receive tuition reimbursement as stated in the catalog.

7. The Credit/No Credit grade option is available to students for weekend intensive courses. For a one-credit course, this grading option must be contracted prior to the beginning of the course. If more than one-credit course, this grading option must be contracted prior to the second meeting of the course.

8. You are required to attend all sessions of a weekend intensive course. If you miss any part of the class, your final course grade may be reduced, possibly even to an "F." If you cannot attend all sessions, you should not enroll in a weekend intensive course or should withdraw from the class.

Weekend Intensive Courses

1. Required reading assigned prior to beginning of class.

2. Ordinarily students are tested on materials during first class.

3. Reading assignments are available in the library.

4. Reading assignments are available no later than 10 days before first class day.

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location

Saturday Courses

(Last day to register: 9/19; Last day to drop: 11/7)

Sept. 19, 1998

ED 225 30	Educational Psychology S 8:30 AM - 3:00 PM Course Meets: 9/19, 10/3, 10/24, 11/7, 11/21, 12/5	3.00 Staff	 ORI 211

An in-depth exploration of learning and motivation theory, cognitive, moral and psychosocial development. Additional topics include a self-study, an examination of social-emotional difficulties of children and the influence of classroom environment on learning.

PY 225 30	Educational Psychology S 8:30 AM - 3:00 PM Course Meets: 9/19, 10/3, 10/24, 11/7, 11/21, 12/5	3.00 Staff	 ORI 211

An in-depth exploration of learning and motivation theory, cognitive, moral and psychosocial development. Additional topics include a self-study, an examination of social-emotional difficulties of children and the influence of classroom environment on learning.

Weekend Intensive Courses

Aug. 21 - 22, 1998

SW 311 40	Child Abuse & Neglect F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 8/28-29, 9/11-12)	3.00 Kim Anderson	 ORI 212

This course provides an overview of the child welfare system, including child abuse laws, reporting and foster care; an emphasis on family functioning in relationship to children's services; and an emphasis on the relationship of the family to subsystems such as school, neighborhood and community.

Aug. 28 - 29, 1998

SW 311 40	Child Abuse & Neglect F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 9/11-12, see 8/21-22 for details)	3.00 Kim Anderson	 ORI 212

Sept. 11 - 12, 1998

CO*WS 383 40	Women & Media F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 10/9-10, 11/6-7)	3.00 Dotty Hamilton	$15 DAL 800

A critical/cultural approach will provide a framework for understanding how gender, class and race issues influence the production, construction and consumption of the media.

ED 320 40	Microcomputers In Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 10/9-10, 11/6-7)	3.00 Staff	Y ORI 102/106/104

Includes word processing and database activities, various forms of record keeping, an introduction to Hypercard and other uses of computers in schools.

ED 520 40	Microcomputers In Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 10/9-10, 11/6-7)	3.00 Staff	Y ORI 102/106/104

Includes word processing and database activities, various forms of record keeping, an introduction to Hypercard and other uses of computers in schools.

SW 311 40	Child Abuse & Neglect F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, 8/21-22 for details)	3.00 Kim Anderson	 ORI 212
TH 117 40 Level II	World Religions F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 9/25-26, 10/9-10)	3.00 Mary Hynes	 ORI 206

Both a historical and critical look at human religious experience through a comparative study of Buddhism, Confucianism, Hinduism, Islam, Judaism and Taoism. Topics include the varieties of religious faith expression, ideas of the holy and sacred, conceptions of the divine, scripture and ritual and religious morality.

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location

WS*CO 383 40	Women & Media F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 10/9-10, 11/6-7)	3.00 Dotty Hamilton	$15 DAL 800

A critical/cultural approach will provide a framework for understanding how gender, class and race issues influence the production, construction and consumption of the media.

Sept. 18 - 19, 1998

AN*WS 315 40	Women in Other Cultures F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 10/23-24, 11/20-21)	3.00 Dona Neuman	 ORI 212

A cross-cultural study of women's status and roles in selected ethnic or cultural groups in differing stages of development including forager, agrarian, industrial and post-industrial societies.

ED 680 40	Tools & Strategies For Research F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Kathleen Finegan	 ORI 204

Hands-on introduction to using the research tools in Education available at Avila's Hooley-Bundschu Library. Students will use print, CD ROM, and on-line resources such as ERIC, Education Index, Exceptional Child Education Resources and the Internet.

HI 280 40	Titanic F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Jeffrey Myers	 ORI 202

The sinking of the RMS Titanic on April 15, 1912, still captures the popular imagination. This course will focus on the social and cultural implications of the disaster in historical perspective.

PS 380 40	Drugs, Politics & Democracy F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 John Theis	 ORI 205

Role of drugs in our society, ways in which government has attempted to deal with these problems and the effects of drugs and the drug war on democratic principles.

WS*AN 315 40	Women in Other Cultures F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 10/23-24, 11/20-21)	3.00 Dona Neuman	 ORI 212

A cross-cultural study of women's status and roles in selected ethnic or cultural groups in differing stages of development including forager, agrarian, industrial and post-industrial societies.

Sept. 25 - 26, 1998

BI 302 40	Biology Of Aging F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 2 sessions, next sessions: 10/30-31)	2.00 Staff	 ORI 204

The purpose of this course is to provide knowledge on the basic biological aspects of aging. Topics will include: developmental processes of aging; effects of aging on cardiovascular system; the brains of older people; age-related structural alterations in balance and hearing; effects on taste and smell; diseases and carcinogensis among the aging.

CS 108 40	Introduction To Mac Computer F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	 ORI 102/104

Learn how to use your Macintosh computer. Hands-on experience: handling floppy disks, booting a system, using the mouse, running software packages, storing data to disk and the Internet.

GS 302 40	Biology of Aging F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 2 sessions, next sessions: 10/30-31)	2.00 Staff	 ORI 204

The purpose of this course is to provide knowledge on the basic biological aspects of aging. Topics will include: developmental processes of aging; effects of aging on cardiovascular system; the brains of older people; age-related structural alterations in balance and hearing; effects on taste and smell; diseases and carcinogensis among the aging.

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
TH 117 40 Level II	World Religions F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 10/9-10, see 9/11-12 for details)	3.00 Mary Hynes	ORI 206
Oct. 2 - 3, 1998			
CO 110 40 Level I	Fundamentals Of Communication F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 11/6-7, 11/20-21)	3.00 Steve Iliff	DAL 820
Practical approach to the process of developing effective communication skills with special attention to individual needs. Interpersonal, small-group and public communication skills addressed as well as principles of listening and critical thinking.			
CO 380 40	How Winning Ad Camp. Are Built F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Karl Yehle	DAL 800
An inside look at the building of advertising campaigns from research through execution. Comments from marketing and advertising professionals. In-class teams work on campaigns for products.			
GS 302 41	Abuse and Neglect of the Aged F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Linda Nelson	ORI 204
Where are elderly persons being abused and by whom; what are the laws covering this, who is a mandated reporter; what services are available; what legal safeguards are in place.			
HI 280 41	Historic Dracula F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Jeffrey Myers	ORI 202
This course drives a stake through Bram Stoker's mythic Dracula by unearthing the real Dracula, Vlad the Impaler (1431-1477), and by examining vampirism in historical perspective.			
SW 302 41	Abuse and Neglect of the Aged F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Linda Nelson	ORI 204
Where are elderly persons being abused and by whom; what are the laws covering this, who is a mandated reporter; what services are available; what legal safeguards are in place.			
Oct. 9 - 10, 1998			
CO*WS 383 40	Women & Media F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 11/6-7, see 9/11-12 for details)	3.00 Dotty Hamilton	$15 DAL 800
ED 320 40	Microcomputers In Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 11/6-7, see 9/11-12 for details)	3.00 Staff	Y ORI 102/106/104
ED 377 40	Adolescent Literature F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	Y ORI 212
Study of adolescent literature, how to analyze and teach it. Primarily for middle school and secondary education students, hut open to all students.			
ED 520 40	Microcomputers In Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 11/6-7, see 9/11-12 for details)	3.00 Staff	Y ORI 102/106/104
EN 377 40	Adolescent Literature F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	Y ORI 212
Study of adolescent literature, how to analyze and teach it. Primarily for middle school and secondary education students but open to all students.			
TH 117 40 Level II	World Religions F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 9/11-12 for details)	3.00 Mary Hynes	ORI 206

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
WS*CO 383 40	Women & Media F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 11/6-7, see 9/11-12 for details)	3.00 Dotty Hamilton	DAL 800
Oct. 23 - 24, 1998			
AN*WS 315 40	Women In Other Cultures F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 11/20-21, see 9/18-19 for details)	3.00 Dona Neuman	ORI 212
CS 180 40	Surfing The Net F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	ORI 102/106
This hands-on course will cover the basics on getting around the Internet. Terminology, search engines, hypertext and other topics will be discussed. Creating your own web page will also be covered.			
ED 366 40	Parent Conferencing: Secondary F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	ORI 206
Methods for communicating with parents of the high school student. Involvement of the family in the school community is stressed.			
GS 302 42	Communication with the Aged F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Linda Nelson	ORI 204
How the aging process affects communication, both from a physical-biological standpoint and from a relational standpoint. How individuals adapt to changes.			
PL 255C 40 Level II	Ethics F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (1st of 3 sessions, next sessions: 11/13-14, 12/4-5)	3.00 Tom Turner	ORI 205
Critical examination of contemporary moral issues in light of underlying values, components of moral decision-making and standard ethical theories.			
PS 380 41	Politics Of The South F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Kirk Rodden	ORI 202
This course examines the politics of the Confederate States in the period leading up to the civil war. It will also examine the implications of those historical experiences on modern southern politics.			
SW 302 42	Communication with the Aged F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Linda Nelson	ORI 204
How the aging process affects communication, both from a physical-biological standpoint and from a relational standpoint. How individuals adapt to changes.			
WS*AN 315 40	Women in Other Cultures F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 11/20-21, see 9/18-19 for details)	3.00 Dona Neuman	ORI 212
Oct. 30 - 31, 1998			
BI 302 40	Biology Of Aging F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 2 sessions, see 9/25-26 for details)	2.00 Staff	ORI 204
GS 302 40	Biology Of Aging F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 2 sessions, see 9/25-26 for details)	2.00 Staff	ORI 204
CO 380 41	Horror Film F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Ben Meade	$10 DAL 800
Examining artistic, social, political and economic trends in the horror film genre in America.			

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
PY 380 40	Special Topics: Domestic Violence F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Sandra Gray	Y ORI 211
An introduction to the dynamics and treatment of violence in the family.			
PY 680 40	Special Topics: Domestic Violence F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Sandra Gray	Y ORI 211
An introduction to the dynamics and treatment of violence in the family.			
Nov. 6 - 7, 1998			
CO 110 40 Level I	Fundamentals Of Communication F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 11/20-21, see 10/2-3 for details)	3.00 Steve Iliff	 DAL 820
CO*WS 383 40	Women & Media F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 9/11-12 for details)	3.00 Dotty Hamilton	 DAL 800
ED 320 40	Microcomputers In Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 9/11-12 for details)	3.00 Staff	Y ORI 102/106/104
ED 520 40	Microcomputers In Education F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 9/11-12 for details)	3.00 Staff	Y ORI 102/106/104
WS*CO 383 40	Women & Media F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 9/11-12 for details)	3.00 Dotty Hamilton	 DAL 800
Nov. 13 - 14, 1998			
GS 302 43	Caretaker Issues F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Linda Nelson	 ORI 204
Decision making around issues of caring for the elderly at home or placement in a facility. The range of options and supportive services available; how the caretaker takes care of self.			
HI 280 42	Knights And Chivalry F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Jeffrey Myers	 ORI 202
Knights were often unpleasant, uncouth individuals prone to violent behavior. This course will examine the idea of chivalry, an attempt to tame the European nobility during the Middle Ages.			
PL 255C 40 Level II	Ethics F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (2nd of 3 sessions, next session: 12/4-5, see 10/23-24 for details)	3.00 Tom Turner	 ORI 205
SW 302 43	Caretaker Issues F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Linda Nelson	 ORI 204
Decision making around issues of caring for the elderly at home or placement in a facility. The range of options and supportive services available; how the caretaker takes care of self.			
Nov. 20 - 21, 1998			
AN*WS 315 40	Women in Other Cultures F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 9/18-19 for details)	3.00 Dona Neuman	 ORI 212
CO 110 40 Level I	Fundamentals Of Communication F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 10/2-3 for details)	3.00 Steve Iliff	 DAL 820
PS 337 40	Sports Law F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Derek Moorhead	 ORI 206
This course examines legal aspects of professional sports including representing professional athletes, collective bargaining agreements and licensing and endorsement contracts.			
WS*AN 315 40	Women in Other Cultures F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 9/18-19 for details)	3.00 Dona Neuman	 ORI 212
Dec. 4 - 5, 1998			
CO 380 42	Cultural Diversity F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	 DAL 800
Understanding cultural diversity through practical exercises that can be applied to relationships among employees, clients or fellow students. Based on Hudson Institute's Workforce 2000 study.			
CS 180 41	Introduction To PC F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM	1.00 Staff	 ORI 102/106
Learn how to use your PC. Hands-on experience using Windows 95, floppy disks, the mouse, computer software, Internet and e-mail.			
PL 255C 40 Level II	Ethics F 6:00 PM - 10:00 PM S 8:30 AM - 5:00 PM (3rd of 3 sessions, see 10/23-24 for details)	3.00 Tom Turner	 ORI 205

Other Programs

Graduate Programs

Master of Business Admin., ext. 2321

Concentrations
Accounting
Finance
General Management
Health Care Administration
International Business
Management Information Systems
Marketing

The MBA program provides preparation for men and women to assume administrative positions in a broad range of business and other types of institutions within society. A student with a bachelor's degree from an accredited institution in any academic discipline may apply to Avila's MBA program.

Master of Science in Education, ext. 3500

The goal of the graduate program in education is to provide practicing teachers with skills necessary to become truly effective "master" teachers. In addition, a focus of the course work is on becoming an instructional leader in the school. The graduate of Avila's Master of Science Degree in Education will be well equipped to serve as a member of school-based leadership teams, curriculum committees, parent liaison teams and in other important leadership positions.

Master of Science in Counseling Psychology, ext. 3500

The Master of Science in Counseling Psychology (MSCP) program at Avila is committed to the scientist-practitioner model to: 1) train master's-level psychologists for delivery of mental health services in a variety of settings, such as mental health clinics, counseling centers and human service agencies, and 2) prepare graduates for further study at the doctoral level. The MSCP program prepares graduates to meet Missouri state educational requirements for licensure as a Licensed Professional Counselor (LPC) and Kansas state educational requirements for licensure as a Licensed Master's Level Psychologist (LMLP). The MSCP program is a member of the Council of Applied Master's Programs in Psychology.

Avila Advantage Accelerated Program

Make the most of your time with the Avila Advantage adult degree completion program.

- Earn a Bachelor of Science in Business Administration Degree
- Convenient 5-week, 8-week and weekend intensive courses
- Flexibility of multiple start dates and course formats
- Flexibility to continue program at any time
- Personal attention from faculty who are business professionals
- Supportive adult learning environment

Avila Advantage Program Requirements

- A minimum of 30 hours of transferable credit
- Minimum of 3 years work experience or 23 years of age

For information contact:
Avila Advantage Program
11901 Wornall Road
Kansas City , MO 64145
(816) 942-8400, ext. 2280
FAX (816) 941-4650
E-mail: Advantage@mail.Avila.edu

ESL/ILCP & English Language Study

International students wishing to improve their English can apply directly to Avila's Intensive Language and Culture Program (ILCP), which offers five entry points per year. NO TOEFL score is needed for admission to this English program. ILCP students can enroll in selected academic courses while they are studying ESL. International students can apply directly to the Intensive English Language and Culture Program before applying for admission to a degree program. Contact the ILCP Coordinator for further information at ext. 2372. Fax: (816) 942-3362 or e-mail: InwardsBA@mail.Avila.edu.

Avila Heritage, Mission, Purposes & Values

Our Heritage

To understand the history of Avila College, you must first travel down a path that originated in 17th century France. Under the patronage of Saint Joseph, six women from LePuy, France, dedicated themselves to the "practice of all the spiritual and corporal works of mercy of which woman is capable and which will most benefit the ... dear neighbor."

Their mission to help others led them on a journey across the Atlantic Ocean, through the point of entry at New Orleans, Louisiana. Ultimately, they followed the mighty Mississippi River to the "gateway to the west" – St. Louis, Missouri – in 1836. The pioneering spirit of the Sisters was far from being quenched, though.

Nearly 30 years later, the Sisters blazed a new trail west from St. Louis to Kansas City, a burgeoning sprawl on the banks of the Missouri River. It was in Kansas City that they began St. Teresa's Academy, a private school for girls that ultimately led to the creation of Avila College. In 1916, the Sisters founded the two-year, women-only St. Teresa College on the same campus as St. Teresa's Academy at 5600 Main Street. In 1940, the college became the four-year College of Saint Teresa. It was fully accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools in 1946.

By 1963, another chapter was added to the trailblazing heritage of the Sisters as constant growth caused the Sisters to look to the then-undeveloped southern edge of Kansas City at 119th Street and Wornall Road for a new location. The campus was built with a portion of the original Santa Fe Trail providing its southern border – creating a true intersection of pioneers. With the move came a change of the college's name to Avila College, still in honor of Saint Teresa of Avila.

In its brief history, Avila has paved the way for Kansas City's first baccalaureate degree programs in nursing and social work as well as the area's first women's studies and gerontology studies programs. It became coeducational in 1969; established graduate degrees in business, education and psychology in 1978; and began Kansas City's first Weekend College in 1984. Avila completed a $6 million capital campaign and celebrated 30 years at its current location in 1993; honored the 10th anniversary of current president, Dr. Larry Kramer, in 1995; and observed its 80th anniversary in 1996.

More than 1,400 students from over a dozen different countries and all parts of the United States cross paths at Avila

College every year. Avila offers more than 35 undergraduate, professional, and preprofessional degree and certification programs, as well as three graduate programs and the nationally recognized Women's Leadership Institute and Women's Entrepreneur Program.

Our Mission

Avila College is a value-based community of learning, Catholic, coeducational and sponsored by the Sisters of St. Joseph of Carondelet. In a climate respecting the worth and dignity of each individual, the College provides liberal arts, professional undergraduate and graduate education for students' responsible life-long contributions to the contemporary world.

Our Purposes

- Pursue academic excellence by providing an educational experience rooted in the Catholic tradition and in the spirit of the Sisters of St. Joseph, both of which emphasize collaboration, examination of social justice issues, responsiveness to the needs of others, and respect for the worth and dignity of each individual.
- Offer liberal arts and professional undergraduate and graduate programs grounded in scholarship with well-defined educational outcomes which emphasize communication and thinking skills, knowledge, and personal, social and spiritual development of each student.
- Strive for excellence through responsiveness to on-going assessment, evaluation and self-reflection.
- Promote student learning by emphasizing teaching-learning strategies that actively engage the student in the learning process.
- Foster development of the whole person for life-long learning and service to the contemporary world through curricular and co-curricular programs.
- Serve a community of learners – primarily from the midwest – with diverse backgrounds and needs by providing a variety of educational formats.
- Address the broader educational needs of the greater Kansas City area by exploring, initiating and supporting partnerships within the community.

Our Values

The Avila community values ...

- Excellence in teaching and learning
- The Catholic identity of the College
- The sponsorship and contributions of the Sisters of St. Joseph
- The worth, dignity and potential of each human being
- Diversity and its expression
- Commitment to the continual growth of the whole person
- Interaction with and service to others

AVILA
COLLEGE

Undergraduate Admission Information and Procedures

We are pleased you are applying for admission to Avila College. Please read all instructions carefully before completing the application for admission. We encourage you to complete your applications for admission and financial aid as early as possible to maximize your opportunities for receiving financial aid awards. There is no application fee. To apply for financial aid, you must complete a FAFSA (Free Application for Federal Student Aid) financial aid form for the academic year you plan to enroll. When you apply, be sure to indicate Avila's **FAFSA code #002449 as t**he institution code for Avila College in Section H of the FAFSA.

Applying for Undergraduate Admission
To qualify for admission to a bachelor's degree program at Avila, applicants must submit:
1. a completed admission application form, including the applicant's signature.
2. official transcripts from all secondary and post-secondary schools or colleges.
3. official ACT or SAT scores for first-time freshmen.
4. international students must also submit a TOEFL score (and financial support documentation prior to the issuance of an I-20).

Admission to Undergraduate Degree Programs
Graduation from an accredited secondary school or its equivalent is a prerequisite for admission to a bachelor's degree program at Avila.

Application Instructions

All applicants must submit the following materials as indicated:

Freshman Applicants
1. Completed Application for Admission. There is no application fee.
2. Official Secondary School Transcripts sent directly to Avila from all schools attended. You may apply as a freshman applicant after completing six semesters of transcripted high school or secondary school work. Final transcripts indicating high school graduation must be submitted to the Admissions Office before freshman classes start. Please request that your high school forward an official transcript of your final academic work to the Admissions Office as soon as you graduate.
3. ACT (American College Testing) or SAT (Scholastic Aptitude Test) scores are required of all freshman applicants who have attended secondary school in the U.S. and have not been out of school for more than one year. To send ACT scores to Avila College, use Avila's **ACT college code 2278**. To send SAT scores to Avila, use Avila's **SAT college code 6109**. If your ACT or SAT scores are already printed on your official transcripts, you need not order a separate score report.

Transfer Applicants
Transfer students are degree-seeking students who have previously enrolled in an accredited, post-secondary degree program after graduating from a secondary school.
1) Completed Application for Admission. There is no application fee.
2) Official Secondary School Transcripts (This requirement is waived for students who have completed twenty-four (24) college credit hours.)
3) Official transcript(s) of all college-level work completed sent directly to Avila from all institutions attended.

Teacher Certification Applicants
Applicants for teacher certification must have received a bachelor's degree from an accredited post-secondary institution. They must submit the same material as transfer applicants. However, their final college transcripts must indicate conferral of a bachelor's degree.

Paralegal Certificate Applicants
Applicants for the paralegal certificate program must submit the same materials as transfer applicants.

Admission for International Students
International students are applicants who are not U.S. citizens or permanent residents. They must file all application materials for the degree program to which they are applying as well as the items listed below:
1. Official transcripts from all secondary schools and universities attended. All transcripts not written in English must be accompanied by notarized English translations.
2. All transcripts should include the following information:
   - dates of attendance
   - courses taken and grades received
   - degree earned and date received (if applicable)

3. All international students must submit an official TOEFL score report or equivalent (see below). The TOEFL college code for Avila College is **6109**.
4. All admitted international students must submit a recent Statement of Finance. Proof of support may be a bank statement or other documents guaranteeing the student's ability to meet the costs of study in the U.S., dated within the last six months. If the funds belong to a parent or sponsor, the sponsor must also submit a letter of intent to sponsor the student's tuition and living expenses.
5. When an accepted international student has paid the $100 non-refundable tuition deposit and provided a Statement of Finance, the Admissions Office will issue an I-20 application for a non-immigrant student visa.

TOEFL
TOEFL is required as proof of English proficiency unless the student is a native speaker of English from a country whose main language is English. The TOEFL requirement is sometimes waived for students who have completed high school or at least one year of study at a university where all instruction was conducted in English. The minimum TOEFL score for regular admission to an undergraduate degree program is 550. Students who need further study of English before beginning a degree program can enroll at Avila College to study English as a Second Language (ESL).

ILCP and English Language Study
International students wishing to improve their English can apply directly to the Avila Intensive Language and Culture Program (ILCP), which offers five entry points per year. No TOEFL score is needed for admission to this English program. ILCP students can enroll in selected academic courses while they are studying ESL. International students can apply directly to the Intensive English Language and Culture Program before applying for admission to a degree program. Please contact the Coordinator of the ILCP for further information at ext. 2372. The FAX number is (816) 942-3362 or e-mail at: InwardsBA@mail.Avila.edu.

Decisions for All Applicants

Admission decisions are made on a "rolling admissions" basis. As soon as an applicant's file is complete, the Admissions Office evaluates the application for admission and notifies the student of the decision. Financial aid decisions and awards are made in the spring for the following academic year. Students who complete applications for admission and financial aid early maximize their opportunities for scholarships.

Campus Visits

We encourage you to visit Avila's campus during the academic year to speak with faculty and students and observe classes. Throughout the year, Avila offers student-guided tours and one-on-one information sessions with an Admissions Counselor. An optional admissions interview is the best way to learn about specific programs. Please call ahead to sign up for a campus tour and interview.

Once You Are Accepted

Accepted students need to confirm their intention to enroll at Avila by submitting the refundable (until May 1st) $100 tuition deposit. Students who plan to live on campus in Avila residence halls must also submit an additional $50 campus housing deposit to reserve their space.

Accepted Transfer Students
After transfer students are accepted, the transcript evaluator evaluates their transcripts for transfer credit. Then the students meet with their academic advisors to plan their course schedules.

Make Copies!
It is very important to make copies of all parts of your personal application for your records. Mail the originals to: Admissions Office • Avila College • 11901 Wornall Road • Kansas City, MO 64145-1698.

If you have questions, contact the:
Avila Office of Admissions • Avila College • 11901 Wornall Road • Kansas City, MO 64145-1698
e-mail Admissions@mail.Avila.edu. Or call 1-800-GO-AVILA; Fax (816) 942-3362.

AVILA COLLEGE
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Fax: (816) 942-3362
Email: Admissions@mail.Avila.edu

APPLICATION FOR UNDERGRADUATE ADMISSION

A. PERSONAL
(All applicants)

Name _____
(LAST) (FIRST) (MIDDLE) (INFORMAL) (FORMER/ MAIDEN)

___ Male ___ Female Social Security Number_____–_____–_____Date of birth_____

Permanent address _____
(STREET) (APT. #)

_____
(CITY) (STATE) (ZIP) (COUNTRY)

Permanent Telephone ( )_____ Business Telephone ( )_____ Ext._____ Fax ( )_____

Temporary address _____Telephone ( )_____
(STREET) (APT. #)

_____
(CITY) (STATE) (ZIP) (COUNTRY)

City and state of birth _____ Country of birth _____

International student ___ yes __ no Country of citizenship _____ Permanent resident # _____

Parent/ guardian/ spouse name _____ Telephone ( ) _____

Address _____
(STREET) (APT. #)

_____
(CITY) (STATE) (ZIP) (COUNTRY)

B. EDUCATIONAL PLANS (All applicants)

Term you wish to enter Avila: ❑Fall ❑Spring ❑Summer Year: 19 _____ Undergraduate Standing: ❑Freshman ❑Transfer ❑Certification
Do you plan to enroll as? ___ Full-time ___ Part-time (International students must be full-time students.)

Majors and programs - please check one:

Majors:

__Accounting
__Art
__Graphic Design
__Art Therapy
__Biology
__Business
__Business Administration
__Finance
__General Management
__Information Science
__International Business
__Marketing
__Chemistry
__Communication
__Corporate Communication
__Media Production
__Computer Science/Mathematics
__ English
__Elementary Education
__General Studies
__Humanities
__Social/ Behavioral Sciences
__History
__Mathematics
__Medical Technology
__Middle School Education
__Music
__Piano
__Voice
__Natural Science
__Clinical Laboratory
__Unified Science: Biology
__Unified Science: Chemistry
__Nursing
__Nursing (Current RN)
__Paralegal Studies
__Political Science
__ Prelaw
__Public Administration
__Premedicine
__Psychology
__Radiologic Technology
__Secondary Education
(please also mark the major you plan to teach)
__Social Work
__Sociology
__Social Gerontology
__Special Education
__Behavior Disorders
__Learning Disabilities
__Mental Handicaps
__Cross Categorical
__Theater (B.F.A.)
__Acting
__Directing / Producing
__Technical / Design
__Theater (B.A.)
__Theology
__Undeclared

Certification Programs: (Teacher Certification is a post-bachelor program.)
__Paralegal Studies
__Teacher Certification: ❑ Elementary Education ❑ Middle School Education ❑ Secondary Education (must be in conjunction with a major content area)
❑ Special Education _____Content Area

Do you intend to apply for financial aid? ___ yes ___ no

Do you wish to reside on campus? (All unmarried full-time freshmen and sophomores under the age of 21 must live on campus, unless living with immediate family.) __ yes __ no

Are you interested in playing a varsity sport?
Men's: __ Baseball __ Basketball __ Soccer
Women's: __ Basketball __ Soccer __ Softball __ Volleyball

Would you like to be involved in any of these extracurricular activities?
__Academic Clubs __Activities Board __Campus Ministry
__Choir __Greek Life __Intramural Sports
__Spirit Squad __Student Ambassadors __Student Government
__Student Publications __Volunteer Opportunities __Other

C. EDUCATIONAL PREPARATION
(All applicants)

SECONDARY SCHOOL INFORMATION *(All Applicants Complete)*
All applicants must have official transcripts sent directly to Avila College from all schools and universities attended.
Transcripts must be in English. Please attach notarized English translations when needed.

Name of High School	Location	Dates Attended	Graduation Date

Date will/ did take the ACT / SAT _____ ACT Composite Score _____ SAT V Score _____ SAT M Score _____

COLLEGE INFORMATION
Please list all colleges and universities previously attended, with the most recent first.

Full Name of College/University	City, State	Dates Attended	Hours Earned/Degrees Awarded

D. ADDITIONAL INFORMATION
(All applicants)

Who or what prompted your interest in Avila? _____

Name any relatives who have attended or are now attending Avila: _____

To what other colleges or universities are you applying? _____

Religion (optional): _____

Ethnic Background (optional -- for U.S. citizens and resident aliens only):

__ African-American __ Alaskan/Pacific Islander __ Asian-American __ Caucasian
__ Hispanic-American __ Native American __ Other _____

E. FOR INTERNATIONAL STUDENTS ONLY
(All international applicants must complete)

Is English your native language? ___ yes ___ no
(If no, you must submit results from the Test of English as a Foreign Language (TOEFL) before your file can be reviewed.)

Have you taken the TOEFL exam? ___ yes (score: _____) ___ no (anticipated test date: _____)

Do you now have a visa? ___ no ___ yes (visa type and expiration date: _____)

Avila College requires that verification of available funding be officially documented from current year.
Please forward: 1) A bank statement (certification of deposit) and / or
2) A letter from the sponsoring individual(s) attesting to financial support for education.

Are you interested in studying English in the ESL program at Avila College before you begin work on your major? __ yes __ no

F. CHECK LIST
(All applicants)

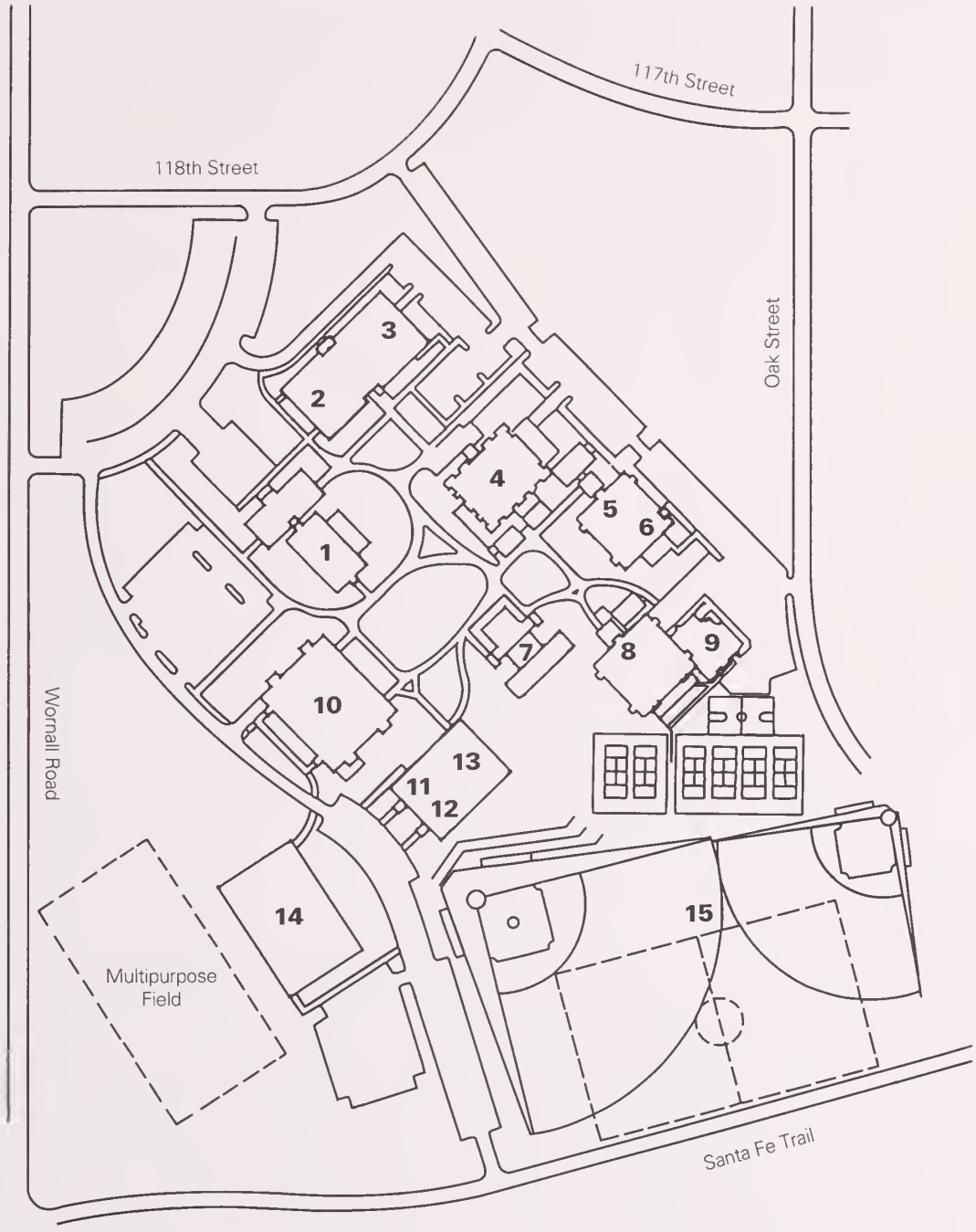
1. ____ Completed application for admission
2. ____ All official transcripts have been requested. (All applicants must have official transcripts sent directly to Avila College.)
3. ____ ACT/ SAT test scores (only freshmen out of school less than one year -- not for International students)
4. ____ TOEFL score report (International students only)
5. ____ Financial support documents (International students only)

I hereby certify that all information given in this application is complete and accurate to the best of my knowledge. I understand that intentional omission or falsification of requested information can lead to disqualification or dismissal.

_____ _____
APPLICANT'S SIGNATURE DATE

Nondiscrimination Policy
Avila College does not discriminate on the basis of sex, race, religion, age, color, disability, sexual orientation or national origin in the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other college-administered programs. Inquiries may be directed to the Affirmative Action Coordinator, Avila College.

Avila College Campus Map



Avila College
11901 Wornall Road
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1-800-GO-AVILA

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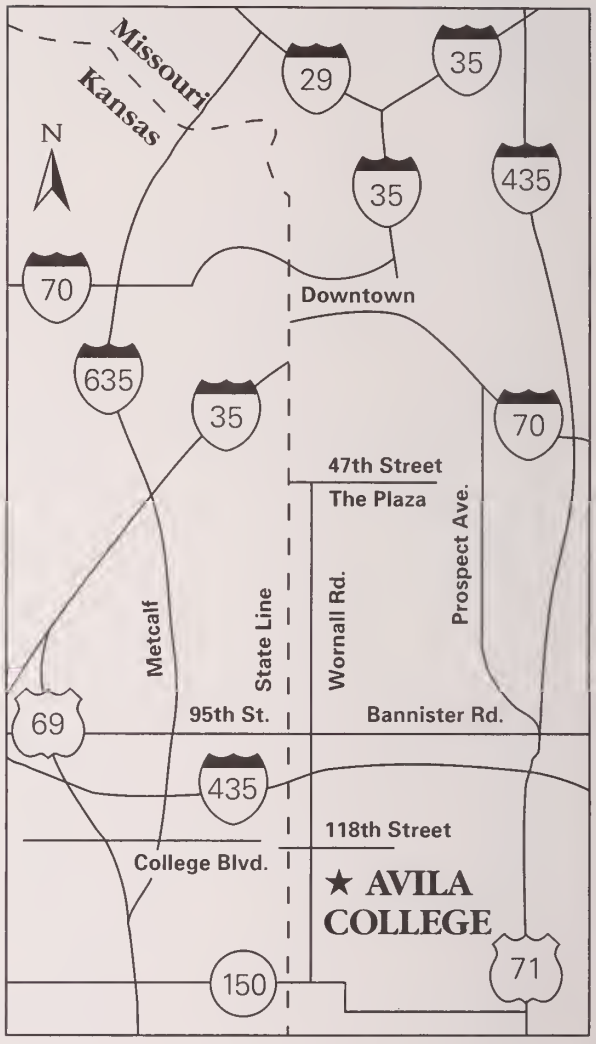
How To Get To Avila College



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